

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 17 September 2025 remotely via Zoom and at Little Acton Community Centre, The Green, Little Acton, Wrexham.

Present:

|            |                       |            |                      |
|------------|-----------------------|------------|----------------------|
| Councillor | Kevin Roberts (Chair) | Councillor | R Hardy (Vice Chair) |
| "          | Ms S Bailey           | "          | A Gallanders         |
| "          | W Baldwin             | "          | Ms H Hewitt          |
| "          | T Coxon               | "          | Ms C Jarvis          |
| "          | M Davies *            | "          | P Lloyd              |
| "          | C Downes              | "          | Ms B Martin          |
| "          | Ms S Edwards          | "          | M Peters             |
| "          | Mrs A Evans           | "          | Ms D Wallice         |

\* Absent

Also Present:

Carla Hinde, Landscape Officer, Wrexham County Borough Council

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

#### 45. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor M Davies.

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

#### 46. PUBLIC PARTICIPATION

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

#### 47. DECLARATION OF INTERESTS

Councillor K Roberts declared a personal and prejudicial interest in respect of Agenda item 9, Financial Assistance application number 6, being a member of Wrexham Walking Football Club and indicated he would withdraw from the room when the item is discussed.

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

#### 48. CONFIRMATION OF MINUTES

1. The Minutes of the hybrid Council Meeting held on the 16 July 2025 were received.

***RESOLVED – that the Minutes of the hybrid Council Meeting held on the 16 July 2025 be received and confirmed as a correct record.***

2. The Minutes and recommendations of the hybrid Youth Committee held on the 30 July 2025 were received.

***RESOLVED – that the Minutes and recommendations of the hybrid Youth Committee held on 30 July 2025 be received and endorsed as follows:***

***“That following the presentation by representatives of the Youth Club to the Committee, the £500 additional funding that is included within the current SLA, be released and paid to Acton Youth Club to assist with the purchase of a new Bingo Machine and the remainder be used to subsidise a Summer Trip and a Sports Day”.***

#### **49. INFORMATION FROM 16 JULY 2025 MINUTES**

- 1) MINUTE 33.1) FOOTBALL PITCHES – SPIDER PARK:** Councillor Baldwin updated members with a response he had received from Wrexham CBC Officer, Jonathan Miller, indicating that if additional funding becomes available, then the Spider Park might be considered for improvements to its football pitches. The present position was noted.
- 2) MINUTE 33.2) BIKE TRACK AT ACTON PARK:** Councillor Martin confirmed that there was no funding available from Wrexham CBC and she would continue to pursue her application for National Lottery Funding. The present position was noted.
- 3) MINUTE 38.2 PENSIONERS CHRISTMAS LUNCH:** The Chair provided an update on the Christmas Lunch. It would be held in conjunction with Rhosddu Community Council, the same as last year. He was just waiting on potential dates to be provided by Wrexham Lager Club.

#### **50. CONSULTATION RESULTS – NEW PLAY AREA AT ACTON PARK**

The Chair welcomed Wrexham CBC Officer Carla Hinde to the meeting and thanked her for completing the consultation exercise with local schools and providing a report with the results. Members were disappointed at the lack of take up from Schools with only two participating. Ms Hinde provided Members with more details and outlined the next steps in the process. Members discussed seeking funding or grant support in addition to the monies already set aside in the Council's own earmarked reserve for this project.

Ms. Hinde also informed Members that grant funds have been secured to divert the runoff from the spring in proximity to the existing toddler play area in Acton Park, ultimately improving the drainage at that site. She sought confirmation that the Community Council would continue to fund the repairs and maintenance at the toddler play area if this drainage work is carried out.

#### ***RESOLVED – that***

- i) the Council agrees to the drainage works being carried out in the vicinity of the toddler play area at Acton Park with the expectation that the current flooding/ waterlogging of the area will be much improved. The cost of such works to be met from the grant referred to by Ms. Hinde at the meeting.***
- ii) The Council continue funding the maintenance and Litter Picking/Inspection costs at the Toddler Play area in Acton Park until such time as the larger pieces of equipment have to be removed due to age or being in a dangerous condition.***
- iii) Ms. Hinde proceed to draw up a written specification for the new play area using a combination of the Council's and Children's wishes for a modern and dynamic play area as obtained during the Consultations carried out during July up to a value of £100,000 initially;***
- iv) Members of the Council to have sight of this specification before it is sent out to Tender; and***
- v) The Clerk be requested to make contact with AVOW to ascertain what options and opportunities are available for grant funding towards the costs of this Project.***

#### **51. PROCEDURAL MATTERS**

The Clerk reported on the following procedural matters:

- 1) AUGUST RECESS DELEGATED DECISIONS:** Members received and noted a schedule detailing action taken during the August Recess by the Clerk in consultation with the Chair and Vice Chair in respect of the following matters:
  - i) Local Government Pay Award – 2025/2026**

- ii) Cyber Insurance Policy
- iii) Payment of Accounts: to be included in the Minutes alongside the September 2025 Payments.
- iv) Planning Applications: to be included in the Minutes for this meeting.

**RESOLVED – to endorse the action taken by the Clerk in consultation with the Chair and Vice Chair during the August recess as set out in the schedule now reported.**

**2) PAY AGREEMENT 2025/26:** The Clerk reported that the One Voice Wales circular set out the 2025/26 National Salary Award as applicable from 1 April 2025 that had now been agreed.

**RESOLVED – that the One Voice Wales circular and Pay Award agreement from 1 April 2025 be received and accepted and the Pay Award be backdated to 1 April 2025 and implemented within the October 2025 payroll for the Council's staff.**

**3) SERVICE LEVEL AGREEMENT REPORTING – CITIZENS ADVICE BUREAUX:** Members considered and discussed the Q1 2025/26 SLA report that had been received and circulated and welcomed the detailed financial benefits and case study included in the report.

**RESOLVED – To receive and note the Q1 SLA Report on the Acton Outreach Service provided at the Acton Community Resource Centre.**

**4) SERVICE LEVEL AGREEMENT REPORTING – COMMUNITY AGENT:** The Council received the Community Agent's report highlighting July and August 2025 outcomes.

**RESOLVED – that the Report be noted.**

## **52. ANNUAL ACCOUNTS 2024/25**

The Clerk updated Members that the Auditor's deadline for submission of documents had been met. However, the Clerk was still awaiting the outcome of the Audit by Audit Wales and the Audit Regulations require a Public Notice to be issued by 30 September 2025.

**RESOLVED – that**

- i) the update be received and noted; and**
- ii) the Clerk publish the relevant Public Notice by 30 September 2025 on the Council's website and notice board advising of the unaudited/ or completion of the Audit of the Council's Accounts to 31 March 2025 by the External Auditor**

## **53. FINANCIAL ASSISTANCE:**

Members considered the Clerk's report detailing the Council's Policy to apportion the annual £12,500 budget equally between each of the quarterly meetings. Members then proceeded to consider the six applications received during the present quarter and whether the Council wished to make a grant to the applicants under the provisions of Section 137 of the Local Government Act 1972. In particular members took account of the number of Acton residents involved with each group as a key consideration.

**RESOLVED – that the following Financial Assistance grants be made under the Council's Powers contained in Section 137 of the Local Government Act 1972 (as amended) :-**

| Organisation                 | Details                                                                                                          | Decision |
|------------------------------|------------------------------------------------------------------------------------------------------------------|----------|
| 1. Northern Steel Netball    | Financial support to help cover costs such as court hire, equipment and coaching programs                        | £200     |
| 2. Nightingale House Hospice | Seeking a contribution of £500.00 towards the purchase of 20 x 4 wheeled walkers at a cost of £149.00 per walker | £500     |

|                                      |                                                                                                                                                                                                                                                  |                         |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| 3. 1 <sup>st</sup> Acton Rainbows    | Seeking to continue to provide new experiences for this group of girls both locally and further afield and to be able to enjoy joint activities with other Rainbows, Brownies and Guides from within Wrexham Division and the wider Clwyd County | £750                    |
| 4. Acton Park Community Angling Club | To continue to improve the water quality and oxygen levels in Acton Park lake; seeking financial assistance to purchase further pumps/batteries for the aerator in the middle of the lake.                                                       | £500                    |
| 5. Wrexham Concert Band              | To support the continuing work of Wrexham Concert Band, City of Wrexham Brass Band and associated Youth Bands.                                                                                                                                   | £500                    |
| 6. Wrexham Walking Football Club     | Support through this grant will enable them to pay for insurance and purchase much-needed equipment such as footballs and portable goals.                                                                                                        | £500                    |
|                                      | <b>TOTAL</b>                                                                                                                                                                                                                                     | <b><u>£2,950.00</u></b> |

*(Councillor Kevin Roberts having declared a personal and prejudicial interest in respect of the application from the Wrexham Walking Football Club being a member of the team. He vacated the Chair and left the meeting and took no part in the discussion or voting thereon*

*Councilor Ralph Hardy, the Vice Chair of the Council, took the Chair during consideration of this application)*

#### **54. KEY ACTON ISSUES:**

- 20MPH SPEED LIMIT:** Councillor Baldwin informed the meeting that he had received a number of emails from residents who are confused over the changes to the 20mph speed limit. He also noted that BT are erecting telegraph poles in the ward without the need for consultation with residents.
- CHESTER ROAD CROSSING:** Councillor Martin informed members that the new crossing on Chester Road is likely to cost £30k - £40k and that Wrexham CBC are unable to provide any funding towards this. The present position was noted.
- ENVIRONMENTAL SKIP DAYS:** Councillors Martin and Jarvis are having difficulty arranging environmental skip days for residents, due to Wrexham CBC staffing issues, and are due to meet with a Wrexham CBC Housing Officer to discuss. It was noted that the Community Council have agreed to meet the cost of providing one skip for private house owners use on the Environmental Days.

***RESOLVED – that the Members inform the Clerk of potential dates and costs so as to enable the additional skip to be provided.***

- LAMP POST REMEMBRANCE POPPIES:** Further to Minute 97, November 2024, the Clerk informed Members that 100 Poppies had been purchased, to be placed on lamp posts in the Community.

***RESOLVED – that Councillor Gallanders research a potential route, consulting firstly with Wrexham CBC, so as to avoid duplication, and to ensure that the relevant permission is obtained prior to arranging for volunteers to install the Poppies in mid to late October .***

#### **55. COMMUNITY ENGAGEMENT & PROGRESSION OF ANNUAL REPORT PRIORITIES:**

- EVENT IN ACTON PARK:** The Chair informed Members that the Dog Show event in the Park had been well attended. There is a bird and bat box making event taking place in the park on the 20 September 2025.

The Chair provided an update on the events taking place at Little Acton Community Centre. These include Tai Chi, a tablet course for residents run by Yale College and a Quiz night on the last Friday of every month starting at 7.30pm.

- 2. PROGRESS OF ANNUAL REPORT PRIORITIES:** Members discussed Christmas celebrations and whether to erect artificial trees at appropriate locations in the Community or place solar lights in natural trees.

**RESOLVED – that**

- i) Wrexham CBC Officers be asked to advise what permissions if any are required to provide informal /natural decorations (such as wood cookies) on the trees in Acton Park and on other landmark trees within the Acton Community;*
- ii) The Clerk and Councillor Martin to visit the Christmas Shop on Wrexham Industrial Estate to research their range of solar lights and costs.*

**56. ITEM PLACED ON THE AGENDA AT THE REQUEST OF COUNCILLOR TREVOR COXON – LOW CARBON COMMUNITIES CONFERENCE**

Councillor Coxon provided an update to Members on his attendance at a recent event, entitled Low Carbon Communities, held at Wrexham University. Seven Community Councils have already committed to the Scheme, with examples such as tree planting, a baby bank and a uniform swap. Councillor Coxon would like to invite Wrexham CBC Officer, Sarah Fowles, to a future Council meeting to present to Members and explain how the Community Council could become involved.

**RESOLVED – The Clerk to email Sarah Fowles inviting her to attend the Council meeting in November or December 2025.**

**57. REPORT FROM CLERK**

The Council received a report from the Clerk detailing consultations and other correspondence that had been received since the last meeting as follows:

| Organisation                                                                                                                 | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| <b>CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>1. One Voice Wales</b>                                                                                                    | <b>Welsh Government Consultation on Revisions to the Separate Collection of Waste Materials for Recycling: A Code of Practice for Wales:</b> email dated 6 August 2025 with information on this consultation and this link to the relevant documents <a href="#">Consultation on the Separate Collection of Waste Materials for Recycling – A Code of Practice for Wales (Revised) [HTML]   GOV.WALES</a> One Voice Wales are preparing a response and the closing date for responses from the Community Council is 8 October 2025. <b>Information noted</b>                                                                                                                                                                                                           |
| <b>2. One Voice Wales</b>                                                                                                    | <b>Welsh Government Consultation on extending the duty on local authorities to broadcast meetings:</b> email dated 27 August 2025 with a link to this consultation on whether to extend the duty on local authorities to broadcast meetings. Click link to the consultation <a href="https://www.gov.wales/extending-duty-local-authorities-broadcast-meetings">https://www.gov.wales/extending-duty-local-authorities-broadcast-meetings</a> The closing date for responses is 28 November 2025. One Voice Wales will be preparing a response to this consultation. The Council's response should be with them by Friday 14 November 2025. <b>RESOLVED – The Clerk to submit a holding comment that the cost would be disproportionate for the Community Council.</b> |
| <b>CORRESPONDENCE</b>                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>3. One Voice Wales</b>                                                                                                    | <p><b>1. One Voice Wales E-bulletin edition 7:</b> email dated 18 July 2025 with the latest updates from One Voice Wales.</p> <p><b>2. Commissioners Newsletter – July 2025:</b> email dated 29 July 2025 with the Older People in Wales Commissioner's Newsletter. <a href="https://olderpeople.wales/news/july-25-">https://olderpeople.wales/news/july-25-</a></p>                                                                                                                                                                                                                                                                                                                                                                                                  |

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|                         | <p><a href="#">newsletter/</a></p> <p><b>3. Wrexham/Flintshire Area Committee Minutes:</b> email dated 29 July 2025 with the minutes from the Wrexham/Flintshire Area meeting attached.</p> <p><b>4. Cost of Living Crisis Project – Information and Resources:</b> email dated 4 August 2025 containing their latest project newsletter.</p> <p><b>5. Overcoming barriers to Net Zero in the Public Sector – Webinar Series:</b> email dated 6 August 2025 with details of a series of webinars. More information is available on this link <a href="#">Overcoming barriers to Net Zero in the public sector webinar series   The Carbon Trust</a></p> <p><b>6. Repair Cafe Wales:</b> email dated 14 August 2025 invitation to two Open Session events on 28 August and 23 September 2025 discussing volunteering at a local Repair Cafe and the positive difference to be made to the environment and the local community. More information can be found here <a href="#">Repair Cafe Wales - Local Community Repair Cafés</a></p> <p><b>7. Webinar Event: Cost of Living Crisis Project Team:</b> email dated 18 August 2025 with details of a webinar on Friday 5 September from 10am – 12pm. Entitled Helping Councils make an impact this Christmas, it has practical ideas for Councils on Winter and Christmas Planning. It has two links, a Zoom link for the webinar here <a href="#">Zoom Link for Webinar</a> and another link to register <a href="#">Register (if you prefer)</a></p> <p><b>8. Important News – Your Biodiversity Team at One Voice Wales:</b> email dated 19 August 2025 with details of their new look Biodiversity Team. They are running two webinar in September 2025 to introduce the team and share more information. These webinars are on <a href="#">9 September 2025 from 11am to 12pm</a> and <a href="#">25 September 2025 from 7pm to 8pm</a>. More information on their Biodiversity Packages can be found here <a href="#">One Voice Wales Biodiversity Packages 2025/2026</a></p> <p><b>9. SURVEY – In Wales, in 2025, does the job title ‘Clerk’ adequately reflect the role:</b> Email dated 26 August 2025 asking Councillors to complete a short survey on whether the title ‘Clerk’ is fit for purpose in Wales, in 2025.</p> <p><b>10. Webinar Reminder: Cost of Living Crisis Project:</b> email dated 29 August 2025 with reminders and details of 2 upcoming webinars, Helping Councils make an impact this Christmas on Friday 5 September and No One Left Out: Low-cost Christmas ideas for Families on Wednesday 15 October 2025.</p> <p><b>11. Training dates – September to December 2025:</b> email dated 2 September 2025 with details of the latest training provided by One Voice Wales.</p> <p><b>12. E-bulletin 8:</b> email dated 5 September 2025 containing the latest e-bulletin from One Voice Wales.</p> <p><b>13. Joint One Voice Wales / SLCC Event – Wednesday 12 November 2025:</b> email dated 5 September 2025 with details of this event on the 12 November 2025. <b>RESOLVED – that the Clerk and Administration Assistant attend this remote event online.</b></p> <p style="text-align: right;"><i>Above information noted</i></p> |
| 4. Llais                | <p><b>1. IMPACT – Llais Monthly Newsletter:</b> email dated 18 July 2025 with the latest newsletter from Llais including a message from their Chief Executive Alyson Thomas.</p> <p><b>2. IMPACT – Llais Monthly Newsletter:</b> email dated 21 August 2025 with the August newsletter from Llais with messages from 2 of their Strategic Directors. <b>Information noted</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5. Ambition North Wales | <p><b>North Wales Corporate Joint Committee and the Strategic Development Plan:</b> email dated 18 July 2025 with information on the preparation of a Strategic Development Plan for N. Wales involving 6 Local Authorities and Snowdonia National Park. <b>Information noted</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 6. Mentor Mon           | <p><b>A Summer update from the SMART Towns Team:</b> email dated 18 July 2025, the summer newsletter from Trefi Smart Teams Cymru with their mission to support independent High Street business, councils and communities across Wales. <b>Information noted</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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| <b>7. Wrexham CBC</b>                 | <p><b>1. Low Carbon Communities networking and a free lunch:</b> email dated 30 July 2025 inviting members to this event on 4 September 2025 at Wrexham University.</p> <p><b>2. Remembrance Service – 09.11.25:</b> email dated 4 September 2025 with an invitation to the Remembrance Service at the RWF Memorial on Sunday 9 November at 10.55am.<br/><i>RESOLVED – that</i><br/> <i>i) Councillor K Roberts to attend the service on Sunday 9 November 2025.</i><br/> <i>ii) The Clerk purchase a wreath to be laid at the Service on 9 November 2025.</i></p> <p><b>3. Monthly Event Listing:</b> email dated 4 September 2025 with a list of the latest events in Wrexham and a 'What's On' in Ty Pawb in September.</p> <p><b>4. Mayor's Autumn Charity Ball – 18.10.25:</b> email dated 20 August 2025 with an invitation to the Mayor's Charity Ball on the 18 October 2025.<br/><i>RESOLVED – that</i><br/> <i>i) Councillor R Hardy and Mrs Hardy attend the Mayor's Charity Ball to represent the Community Council.</i><br/> <i>ii) The Clerk purchase two tickets to the Charity Ball at a cost of £50.00 each.</i></p> |
| <b>8. AVOW</b>                        | <p><b>1. Members Mailout July 2025:</b> email dated 31 July 2025 containing the latest information from AVOW.</p> <p><b>2. AVOW AGM 2025 Invitation:</b> email dated 9 September 2025 with an invitation to the AVOW AGM on Thursday 9 October 2025 in Rossett Hall. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>9. Welsh Government</b>            | <p><b>New TrawsCymru bus service for Wales:</b> email dated 7 August 2025 with details of a new bus service connecting communities between Rhyl and Wrexham beginning in September, <a href="#">Read more on this on gov.wales</a> <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>10. Play Wales</b>                 | <p><b>1. Playwork Principles Research – share your views:</b> email dated 12 August 2025 containing this link <a href="#">Complete the Online Survey</a> to their survey The closing date is 31 December 2025.</p> <p><b>2. August e-bulletin:</b> email dated 20 August 2025. This e-bulletin provides an overview of what's new on their website – news, funding, surveys, publications, jobs and events. Some of the highlights are on the following links <a href="#">PETC Wales annual report 2024-2025</a> the <a href="#">Play Wales national conference</a> on the 16 October 2025 in Cardiff and the publication on this link <a href="#">Focus on play – Play in healthcare</a></p> <p><b>3. National Conference 2025 – early bird rate extended to 8 September 2025:</b> email dated 2 September 2025 with details of their National Conference taking place on 16 October 2025 and a link to book a place at a reduced rate <i>Information noted</i></p>                                                                                                                                                                  |
| <b>11. Planning Aid Wales</b>         | <p><b>1. Latest News from Planning Aid Wales:</b> email dated 15 August 2025 containing the latest newsletter from Planning Aid Wales with details of guides, events and updates.</p> <p><b>2. Latest News from Planning Aid Wales:</b> email dated 1 September 2025 containing the latest news, events and training. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>12. Owain Glyndwr Society</b>      | <p><b>Owain Glyndwr Day:</b> email dated 6 September 2025 with information about Glyndwr Day which will be celebrated on Tuesday 16 September 2025. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>13. Audit Wales</b>                | <p><b>Audit Wales Newsletter:</b> email dated 3 September 2025 containing the latest newsletter from Audit Wales. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>14. St. Giles Church</b>           | <p><b>Flowerfest 25:</b> email dated 16 September 2025 with an invitation to this event during the weekend of 19 – 21 September 2025, as well as a special preview evening on Thursday 18 September. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>15. Wrexham Area Civic Society</b> | <p><b>Wrexham Area Civic Society:</b> email dated 15 September 2025 containing an invitation to St Giles Church on Thursday 25 September at 7pm. This event is an introduction to the Wrexham Area Civic Society programme for 2025/26. <i>Information noted</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## 58. PAYMENT OF ACCOUNTS

The Clerk reported on Payments received and bank charges made since 17 July 2025, which included a second precept payment of £86,000.00 and an interest payment of £1,236.05 for the Deposit account.

The Clerk also requested endorsement/ authorisation for replenishing the Council's current account by £10,000 in August 2025 and £30,000 in September 2025. The Clerk also requested authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below:

**RESOLVED – To approve the making of payments for August and September 2025 as set out in the schedule below.**

#### **AUGUST 2025 PAYMENTS**

| <b>Voucher/Payment Ref &amp; Payee</b>                     | <b>Details</b>                                                                                                                                                                                       | <b>Amount</b>               |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 55. BACS ref 42.8.25<br>Carole Roberts                     | Salary and office expenses for August 2025 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017<br>Section 112 Local Government Act 1972 (as amended) | (as per payroll schedule)   |
| 56. BACS ref 43.8.25<br>Michelle Williams                  | Salary for August 2025 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017<br>Section 112 Local Government Act 1972 (as amended)                     | (as per payroll schedule)   |
| 57. BACS ref 44.8.25<br>Clwyd Pension Fund                 | Pension payments for August 2025<br>Section 112 Local Government Act 1972 (as amended)                                                                                                               | (as per Payroll schedule)   |
| 58. BACS ref 45.8.25<br>HMRC                               | Payroll payments for August 2025<br>Section 112 Local Government Act 1972 (as amended)                                                                                                               | (as per Payroll schedule)   |
| 59. BACS ref 46.8.25<br>Caia Park Partnership Ltd          | Q1 SLA Costs Acton Open Access Youth Service<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                                              | £7,451.83<br>(VAT=£0.00)    |
| 60. BACS ref 47.8.25<br>Mike Pryde Electrical Services Ltd | EICR for Little Acton Community Centre<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                                                    | £234.00<br>(VAT = £39.00)   |
| 61. BACS ref 48.8.25<br>Acton Football Club                | Youth Committee Grant towards development of Mini Kickers Project<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                         | £500.00<br>(VAT = £0.00)    |
| 62. BACS ref 49.8.25<br>Wrexham Amateur Boxing Club        | Youth Committee Grant towards purchase of new equipment<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                                   | £1,250.00<br>(VAT = £0.00)  |
| 63. BACS ref 50.8.25<br>Borras Park FC U12                 | Youth Committee Grant towards purchase of kit and training equipment<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                      | £750.00<br>(VAT = £0.00)    |
| 64. BACS ref 51.8.25<br>A J Gallagher Insurance            | Cyber insurance Renewal 28/8/25 – 27/8/26<br>S112 + S140 Local Government Act 1972 (as amended)                                                                                                      | £417.36<br>(Vat= £0.00)     |
| 65. DD 4.7.25<br>BT Com                                    | Internet/Phone Provision Little Acton Community Centre<br>S112 Local Government Act 1972 (as amended)                                                                                                | £88.74<br>(Vat= £0.00)      |
| 66. BACS ref 52.8.25<br>Wrexham County Borough Council     | SLA ½ year payment Inspection & Maintenance of Play Areas/ Facilities<br>S19 Local Government (Miscellaneous Provisions)Act 1976                                                                     | £3,743.40<br>(VAT =£623.90) |
| 67. BACS ref 53.8.25<br>Carole Roberts                     | Clerk's Expenses for August 2025<br>S112 Local Government Act 1972 (as amended)                                                                                                                      | £15.00<br>(Vat= £0.00)      |



|                                                   |                                                                                                               |                          |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--------------------------|
| 68. BACS ref 54.8.25<br>Caia Park Partnership Ltd | Q2 SLA Costs Acton Open Access Youth Service<br>S19 Local Government (Miscellaneous Provisions)Act 1976       | £7,451.83<br>(VAT=£0.00) |
| 69. BACS ref 55.8.25.25<br>One Voice Wales        | Member Training Cllr M Peters; 11/8,12/8,19/8 Modules 15,20,2<br>S112 Local Government Act 1972 (as amended)0 | £126.00<br>(VAT=£0.00)   |

#### SEPTEMBER 2025

| Voucher/Payment Ref & Payee                                | Details                                                                                                                                                                                                 | Amount                    |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 70. BACS ref 56.9.25<br>Carole Roberts                     | Salary and office expenses for September 2025 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017<br>Section 112 Local Government Act 1972 (as amended) | (as per payroll schedule) |
| 71. BACS ref 57.9.25<br>Michelle Williams                  | Salary for September 2025 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017<br>Section 112 Local Government Act 1972 (as amended)                     | (as per payroll schedule) |
| 72. BACS ref 58.9.25<br>Clwyd Pension Fund                 | Pension payments for September 2025<br>Section 112 Local Government Act 1972 (as amended)                                                                                                               | (as per Payroll schedule) |
| 73. BACS ref 59.9.25<br>HMRC                               | Payroll payments for September 2025<br>Section 112 Local Government Act 1972 (as amended)                                                                                                               | (as per Payroll schedule) |
| 74. BACS ref 60.9.25<br>Viking Office Uk Ltd               | Tambour Door Storage for Little Acton Community Council<br>Section 112 Local Government Act 1972 (as amended)                                                                                           | £421.43<br>(VAT=£70.24)   |
| 75. BACS ref 61.9.25<br>One Voice Wales                    | Member Training Cllr M Peters; 2/9/25 Modules 1<br>S112 Local Government Act 1972 (as amended)0                                                                                                         | £42.00<br>(VAT=£0.00)     |
| 76. DD 6.9.25<br>BT Com                                    | Internet/Phone Provision Little Acton Community Centre<br>S112 Local Government Act 1972 (as amended)                                                                                                   | £88.74<br>(Vat= £14.79)   |
| 77. DC6.9.25<br>Poppy Shop                                 | Purchase of 60 Large Lamp post Poppies<br>S137 Local Government Act 1972 (as amended)                                                                                                                   | £242.25<br>(VAT = £40.38) |
| 78. DC7.9.25<br>Poppy Shop                                 | Purchase of 40 Large Lamp post Poppies<br>S137 Local Government Act 1972 (as amended)                                                                                                                   | £190.00<br>(VAT = £31.67) |
| 79. DC.8.9.25<br>Tesco Stores Ltd                          | Phone TopUp/Stationery<br>S112 Local Government Act 1972 (as amended)                                                                                                                                   | £46.60<br>(VAT = £0.00)   |
| 80. DC.9.9.25<br>Timpson Ltd                               | Purchase of key using debit card£9.00: subsequently £9.00 refunded as key did not work<br>[entry for record keeping purposes only]<br>S112 Local Government Act 1972                                    | £0.00                     |
| 81. BACS ref 62.9.25<br>Viking Office Uk Ltd               | Office Equipment , Stationery & Printer Drum<br>S112 Local Government Act 1972 (as amended)                                                                                                             | £300.31<br>(VAT=£50.05)   |
| 82. BACS ref 63.9.25<br>Carole Roberts                     | Clerk's Expenses for September 2025<br>S112 Local Government Act 1972 (as amended)                                                                                                                      | £15.00<br>(Vat= £0.00)    |
| 83. BACS ref 64.9.25<br>Wrexham & District Citizens Advice | SLA Q1 Payment Acton Outreach Service<br>Section 142 Local Government Act 1972 (as amended)                                                                                                             | £2016.00<br>(Vat= £0.00)  |

|                                                               |                                                                                             |                          |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------------------|
| 84. BACS ref 65.9.25<br>Wrexham & District<br>Citizens Advice | SLA Q3 Payment Acton Outreach Service<br>Section 142 Local Government Act 1972 (as amended) | £2016.00<br>(Vat= £0.00) |
| 85. BACS ref 66.9.25<br>One Voice Wales                       | Member Training Cllr M Peters; 11/9/25<br>S112 Local Government Act 1972 (as amended)0      | £42.00<br>(VAT=£0.00)    |
| 86. BACS ref 67.9.25<br>Northern Steel Mixed<br>Netball Club  | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £200.00<br>(VAT = £0.00) |
| 87. BACS ref 68.9.25<br>Nightingale House<br>Hospice          | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £500.00<br>(VAT = £0.00) |
| 88. BACS ref 69.9.25<br>1 <sup>st</sup> Acton Rainbows        | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £750.00<br>(VAT = £0.00) |
| 89. BACS ref 70.9.25<br>Acton Park Community<br>Angling Club  | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £500.00<br>(VAT = £0.00) |
| 90. BACS ref 71.9.25<br>Wrexham Concert Band                  | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £500.00<br>(VAT = £0.00) |
| 91. BACS ref 72.9.25<br>Wrexham Walking<br>Football Club      | Grant / Donation<br>S137 Local Government Act 1972 (as amended)                             | £500.00<br>(VAT = £0.00) |
| 92. DC.10..9.25<br>Wrexham County<br>Borough Council          | 2xTickets Mayors Charity Dinner Dance<br>S112 Local Government Act 1972 (as amended)        | £100.00<br>(VAT = £0.00) |

## 59. 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                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. P/2025/0582:</b> Replacement of existing conservatory with a single storey rear extension at 98 Rhosnesni Lane, Wrexham LL12 7NB                                                         | <b><i>Received during August Recess<br/>No observations submitted</i></b>                                                                                                                                                                     |
| <b>2. P/2025/0629:</b> erection of 27 apartments at, former Ebenezer Chapel, 2 Chester Road, Wrexham LL12 7AD                                                                                  | <b><i>No observations</i></b>                                                                                                                                                                                                                 |
| <b>3. P/2025/0625:</b> Conversion of part of a garage to gym, alterations to access, replacement windows and alterations to existing windows and cladding, at 10 Ffordd Elwy, Wrexham LL12 7RE | <b><i>No observations</i></b>                                                                                                                                                                                                                 |
| <b>4. P/2025/0675:</b> Two storey side and single storey rear extensions at 52 Huntsman's Corner, Wrexham LL12 7UH                                                                             | <b><i>No observations</i></b>                                                                                                                                                                                                                 |
| <b>5. APP/H6955/A/20/3263516: P/2019/0005:</b><br>Development of 600 houses on land south of Holt Road, Wrexham LL13 9SA                                                                       | <b><i>For information only: Planning appeal via a Virtual Inquiry will start on 30 September 2025 at 10am and run for 2 or 3 days. Any interested person may attend the Hearing and, at the Inspector's discretion, give their views.</i></b> |

## **60. EXCLUSION OF PRESS AND PUBLIC**

***RESOLVED – that the Press and Public be excluded from the meeting during consideration of the next items of business 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.***

## **61. STAFFING COMMITTEE MINUTES**

The confidential Minutes and recommendations from the Staffing Committee meeting held on 10 September were received.

***RESOLVED – that***

- i) the Confidential Minutes of the Staffing Committee meeting held on 10 September be received and noted and;***
- ii) the next meeting of the Staffing Committee scheduled for 10 December 2025 be brought forward to 26 November 2025 to enable the Committee to carry out a timely Appraisal for the Clerk.***
- iii) The Clerk send a copy of the Appraisal Forms to all Staffing Committee members in due course.***

## **62. LITTLE ACTON COMMUNITY CENTRE**

The Clerk provided Members with an update she had received from the Community Council's Solicitor. It was noted that Wrexham CBC had offered to waive the Legal and Surveyors Fees detailed on the signed Heads of Terms document in lieu of the charges for the electrical work to bring the Community Centre up to a basic safety compliant 9

standard. The Clerk had provided Wrexham CBC with the Condition Survey completed in August 2024 which would be used as evidence of the building condition when the Lease is signed.

***RESOLVED –***

- i) That the Clerk instruct the Solicitor acting on behalf of the Community Council to accept the offer from Wrexham CBC, to waive the Legal and Surveyor's fees.***
- ii) That the Clerk and the Chair be authorised to sign the lease, on behalf of Acton Community Council upon its receipt from the Solicitor.***
- iii) Councillor Peters to provide the Clerk with the contact details of a company who could complete an accessibility survey.***

***Councillor Kevin Roberts  
Chair***

Signed as a correct record this 15<sup>th</sup> day of October 2025

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Presiding Chair