

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 21 January 2026 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:

Rhian Jones, Community Agent

Carole Roberts and Michelle Williams, Administrative Assistant to the Council

## 108. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P Lloyd and Ms B Martin

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

## 109. 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).

## 110. DECLARATION OF INTERESTS

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

## 111. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 17 December 2025 were received.

***RESOLVED – that the Minutes of the hybrid Council Meeting held on the 17 December 2025 be received and confirmed as a correct record.***

## 112. INFORMATION FROM 17 DECEMBER 2025 MINUTES

- 1) MINUTE 98.3 CHRISTMAS LIGHT COSTS:** Councillor Gallanders provided an update to Members. He was still awaiting costs from a colleague. The Clerk informed Members that a provision of £10,000 had been included in the budget for 2026/27.

***RESOLVED – to await a further update from Councillor Gallanders at the next meeting.***

## 113. PROCEDURAL MATTERS

The Clerk reported on the following procedural matters:

- 1) SERVICE LEVEL AGREEMENT REPORTING – COMMUNITY AGENT:** The Chair welcomed Rhian Jones to the meeting and thanked her for her report and hard work with the over 50s residents in

Acton. The Community Agent provided Members with a more in-depth update of her work. Members welcomed the inclusion of a case study with her monthly report. Ms Jones agreed to include the number of weekly attendees at the Warm Spaces sessions to provide evidence for the Low Carbon Communities Grant funding.

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

**2) DISCRETIONARY EXPENDITURE LIMIT 2026-27:** The Clerk reported receipt of a letter from the Welsh Government confirming the Section 137(4) (a) Local Government Act 1972 Expenditure Limit for 2026-2027 is £11.60 per elector.

**RESOLVED – that the notification letter and its contents be received and implemented.**

**3) ARAN ROAD PLAY AREA – ADDITIONAL FUNDING:** Members noted that the Clerk had received verbal confirmation from Wrexham CBC Play Development Team, that an additional £3,000 of funding would be available to offset the cost of the project at the Aran Road Play Area.

#### **114. PAYMENT OF ACCOUNTS & Q3 RECONCILIATION**

The Clerk reported on Payments received and bank charges made since 17 December 2025, and requested authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below:

**RESOLVED –**

***i) to approve the making of payments for January 2026 as set out in the schedule reported to the meeting;***

<b>Voucher/Payment Ref &amp; Payee</b>	<b>Details</b>	<b>Amount</b>
122. BACS ref 97.1.26 Gate Hangs High Bowling Club	Financial Assistance – December 2025 Grant S137 Local Government Act 1972 (as amended)	£500.00 (VAT= £0.00)
123. BACS ref 98.1.26 Cwmni Urdd Gobaith	Financial Assistance – December 2025 Grant S137 Local Government Act 1972 (as amended)	£200.00 (VAT= £0.00)
124. BACS ref 99.1.26 The Venture , Wrexham	Financial Assistance – December 2025 Grant S137 Local Government Act 1972 (as amended)	£250.00 (VAT= £0.00)
125. BACS ref 100.1.26 Carole Roberts	Salary and office expenses for January 2026 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)
126. BACS ref 101.1.26 Michelle Williams	Salary for January 2026 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)
127. BACS ref 102.1.26 Clwyd Pension Fund	Pension payments for January 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
128. BACS ref 103.1.26 HMRC	Payroll payments for January 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
129. DD.10.1.26 BT com	Internet/Phone Provision Little Acton Community Centre to 31/1/26 S112 Local Government Act 1972 (as amended)	£88.74 (Vat= £14.79)
130. BACS ref 104.1.26 Wrexham County Borough Council	Half Year SLA Payment Inspection& Maintenance of Acton Play Areas S19 Local Government (Miscellaneous provisions) Act 1976	£3823.80 (Vat=£637.30)

131. DC.12.1.26 Tesco Stores Ltd	Phone Top-Up S112 Local Government Act 1092 (as amended)	£15.00 (VAT= £0.00)
132. BACS ref 105.1.26 Viking Office UK Ltd	Office Stationery/Equipment for Little Acton Community Centre (LACC) S112 Local Government Act 1972 (as amended)	£259.18 (VAT=£43.20)
133. BACS ref 106.1.26 Carole Roberts	Clerk's Expenses for January 2026 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
134. DD11.1.26 British Gas	LACC Off Peak Electricity supply costs 12/12/25-1/1/26 S112 Local Government Act 1972 (as amended)	£298.08 (VAT= £14.18)
135. BACS ref: 107.1.26 EDF	LACC Electricity Day Meter supply 3/11/25 – 11/12/25 S112 Local Government Act 1972( as amended)	£408.38 (VAT=£19.45)
136. BACS ref: 108.1.26 Wrexham County Borough Council	LACC NNDR 3/11/25 – 31/3/26 S112 Local Government Act 1972( as amended)	£614.45 (VAT= £0.00)
137. BACS ref: 109.1.26 Legat Owen	Building Survey – Insurance Valuation Maesydre Powerhouse S112 Local Government Act 1972( as amended)	£780.00 (VAT=£130.00)
138. BACS ref: 110.1.26 Legat Owen	Building Survey – insurance Valuation Little Acton Community Centre S112 Local Government Act 1972( as amended)	£408.38 (VAT=£19.45)
139. BACS ref: 111.1.26 Caia Park Partnership	Q2 SLA Payment Acton Youth Club Provision at ACRC S19 Local Government (Miscellaneous Provisions) Act 1976	£7,451.83 (VAT= £0.00)
140. BACS ref: 112.1.26 Wrexham & District CAB	Q4 Sla Costs Acton Outreach Advice Service S142 Local Government Act 1972( as amended)	£2,016.00 (VAT=£0.00)
<b>Chairs Charity Account - Section 15 Local Government Act 1972 (as amended)</b>		
CCA11 -25/26 – Michelle Williams Reimbursement for purchase Bereavement Flowers on behalf of Council £25.00		

- ii) to authorise the Clerk to replenish the Council's HSBC Current Account with £10,000 to meet contractual and other known payments.*
- iii) To receive and note the third quarter accounts, bank reconciliations and progress against the 2025/26 Budget.*
- iv) To authorise the Clerk to transfer £180,392.89 of earmarked reserves from the HSBC deposit Account to the Community Council's new savings account with Unity Bank when all the signatories have successfully completed their registration and a test transfer of £1 to each of the new Unity Accounts has been successfully made.*

#### **115. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2026/27 FINANCIAL YEAR:**

**1. REVIEW OF EARMARKED AND GENERAL FUND RESERVES:** Members reviewed and determined the levels of financial reserves which are appropriate to hold during 2026/27 to meet its future commitments and planned expenditure. Members took account of the existing earmarked reserves and the level of General Reserves for unplanned expenditure and contingencies in 2026/27. Consideration was also given to increasing the following earmarked reserves from within the 2025/26 budget provision as follows:-

Maesydre Powerhouse Valuation	+ £1,364
Playground Equipment Replacement	+ £10,300
LACC Equipment Refurb	<u>+ £10,250</u>
Total Additions	<u>+£21,914</u>

**RESOLVED – to approve the Council's ear-marked and General Fund Reserve requirements for 2026/27 to include the above additions as follows:**

<b>1. Earmarked Reserve</b>	<b>Amount</b>
Elections	£15,000.00
Maesydre Powerhouse	£ 3,364.00
Playgrounds	£96,169.58
Youth Projects	£ 5,908.49
Play Development	£ 1,185.00
Locum Clerk Costs	£ 7,390.00
Little Acton Community Centre	<u>£51,375.89</u>
Total	<b><u>£180,392.89</u></b>
<b>2. General Reserve</b>	<b>£86,000.00</b>
<b>TOTAL PLANNED RESERVES</b>	<b>£266,392.89</b>

**2. BUDGET PROVISION AND PRECEPT REQUIREMENTS FOR 2026/27:** Members gave consideration to the Council's Draft budget for 2026/27 that had been circulated prior to the meeting taking into account current commitments, anticipated expenditure to 31 March 2026, any new provisions that the Community Council has decided to support, inflation and earmarked and other reserve requirements.

It was noted that the Chief Finance and Performance Officer, Wrexham County Borough Council has indicated that the Community Council's precept is required by 23 January 2026 and that the Council Tax Base for 2026/27 is 5716. This key information will enable the Council to determine its' Precept requirements for 2026/27.

**RESOLVED –**

- i) that the Interim Locum Clerk Costs in reserves and the Council's future succession planning be added as an agenda item for discussion at the Staffing Committee meeting in March 2026*
- ii) To approve and confirm the Council's detailed budget requirements for 2026/27 as being £268,303.00; and*
- iii) unanimously that the Community Council's Precept requirement for the year 2026/27 shall be fixed at £270,849.00 and the Clerk to the Council advise Wrexham CBC's Chief Officer Finance and ICT accordingly.*

**116. KEY ACTON ISSUES:**

- 1. PRIDE IN PLACE IMPACT FUNDING:** Members noted that approximately £22,000 for 2025/26 and 2026/27 will be awarded to each of the Community Councils in Wrexham as part of a £1.5million grant from Welsh Government. It was suggested that a small working group be established once the two year Grant is confirmed in writing by Wrexham CBC and any scheme proposed should benefit the whole of the Acton Community and not just Acton Park.
- 2. FRIDAY BIN COLLECTION IN ACTON WARD:** Wrexham CBC Councillors informed Members of an issue with the Friday general waste bin collections in Acton. Streetscene teams unable to complete their round on the Friday, did not return to complete the round on the next working day. This meant some residents did not have their waste collected for 4 weeks.

**RESOLVED – that Wrexham CBC Councillors continue to pursue a resolution from Wrexham CBC Officers.**

- 3. LLANYPWLL PRIMARY SCHOOL ESTYN REPORT:** Members noted that Estyn Inspectors had visited the school in October 2025. The outcome was a glowing, excellent report.
- 4. BUS SHELTER HOLT ROAD:** Councillor Gallanders confirmed that he now had the name of the person to contact at Wrexham CBC regarding the replacement bus shelter and would provide a further update at the next meeting.

**117. COMMUNITY ENGAGEMENT & PROGRESSION OF ANNUAL REPORT PRIORITIES:**

**1. NOTICEBOARDS IN ACTON:** Councillor Wallace had requested that a noticeboard be placed at a suitable location in Little Acton, the suggestion being Lake View by Little Acton Smithy. Members discussed possible locations for other notice boards in Acton, noting that there is already one in Acton Park.

**RESOLVED – that the Administration Assistant liaise with Councillor Wallace to obtain costs and identify the best location within Little Acton.**

**2. PROGRESS OF ANNUAL REPORT PRIORITIES – DEFIBRILLATORS:** Councillor Hardy had been contacted by the Treasurer of Borrass Park Albion Football Club about the installation of a defibrillator at the Nine Acre playing field. It was noted Borrass Park Albion FC were prepared to contribute towards the installation of the defibrillator, as were the family of a gentleman who had passed away while watching a football match at the playing field. Councillor Hardy had also been approached by the Manager at Dean Road Post Office about installing a defibrillator on the outside wall of the Post Office.

**RESOLVED – that**

- i) Councillor Hardy provide the contact details of the Manager at Dean Road Post Office and the Clerk contact the Manager to discuss the installation of a defibrillator.**
- ii) the Clerk contact Borrass Park Albion FC and Wrexham Boxing Club to progress the installation of the spare defibrillator currently stored at Little Acton Community Centre.**
- iii) An amount of £2,000 be allocated from the Community Initiatives Budget to purchase another defibrillator.**

**118. 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:

<b>Organisation</b>	<b>Details</b>
<b>CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations</b>	
<b>1. Wrexham CBC</b>	<b>Wrexham City Public Space Protection Order (PSPO) 2026 Consultation:</b> email dated 19 December 2025 containing a link to this consultation. The current PSPO around anti-social behaviour and substance misuse in the City Centre expires on the 7 March 2026. This consultation on a new PSPO was open until the 18 January 2026 and Members were encouraged to access it via this link. <a href="#">Project: Wrexham City Public Space Protection Order 2026   Wrexham County Borough Council</a> <span style="float: right;"><b>Information noted</b></span>
<b>CORRESPONDENCE</b>	
<b>1. Llais</b>	<b>IMPACT – Llais Monthly Newsletter:</b> email dated 12 December 2025 containing their latest newsletter. <span style="float: right;"><b>Information noted</b></span>
<b>2. Planning Aid Wales</b>	<b>1. Latest News from Planning Aid Wales:</b> email dated 15 December 2025 with details of their news and latest events. <span style="float: right;"><b>Information noted</b></span>
<b>3. Ambition North Wales</b>	<b>Autumn Newsletter – Ambition North Wales:</b> email dated 18 December 2025 with a link to their Autumn Newsletter. <span style="float: right;"><b>Information noted</b></span>
<b>4. One Voice Wales</b>	<b>1. Joint event One Voice Wales and Planning Aid Wales:</b> email dated 18 December 2025 with details of this joint event on 19 March 2026 “Improving our local places – Welsh case studies and planning updates”. <b>2. Cost of Living Crisis Project – Information and Resources:</b> email dated 18

	December 2025 with links to 2 of their webinars and details of an event taking place on Wednesday 11 February 2026 - Tackling Child Poverty Together. <b>3. Reminder – Training Dates – January – March 2026:</b> email dated 9 January 2025 containing the training dates from January to March 2026. <i>Above information noted</i>
<b>5. AVOW</b>	<b>Members Mailout December 2025:</b> email dated 18 December 2025 containing their latest e-bulletin. <i>Information noted</i>
<b>6. Audit Wales</b>	<b>Audit Wales Newsletter:</b> email dated 6 January 2026 with links to their latest reports and events. <i>Information noted</i>

### 119. 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:**

<b>Case Number/ Address &amp; Proposed Development</b>	<b>Decision</b>
<b>1. P/2025/0953:</b> Works to trees protected by tree preservation order WCBC 273 at 27 Fairmount Road, Wrexham LL13 9GX	<i>No objections subject to the Council's Arboricultural Officer being satisfied that such works are necessary to ensure the health of the tree and any works are carried out under his supervision and direction</i>
<b>2. P/2025/0954:</b> Front and rear single storey extensions at 21 Jeffreys Road, Wrexham LL12 7PB	<i>No observations</i>
<b>3. P/2025/0847:</b> Change of use of building from Class C3 (dwelling) to Class 4 (House in multiple occupation) at 18 The Beeches, Wrexham LL12 7BL	<i>The Community Council objects to this planning application. The proposal is out of character and not in keeping with the area. The proposal is an over development of the property and raises concerns over highway safety due to the additional vehicular traffic to be generated from this change of use. The plan indicates a lack of parking for 3 to 4 cars within the site curtilage. Wrexham Planning Guide note 5 states that a vehicle should be able to enter or leave each parking space even if other parking spaces within the parking area are occupied. There is limited on street parking in the vicinity of the property</i>
<b>4. P/2026/0016:</b> Single storey rear extension at 23 Westminster Drive, Wrexham LL12 7AT	<i>No observations</i>

**Councillor Kevin Roberts**  
**Chair**

Signed as a correct record this 18<sup>th</sup> day of February 2026

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Presiding Chair