

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 15 July 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	"	M Peters
"	C Downes	"	Ms D Wallice
"	Ms S Edwards	"	2 Vacancies
"	Mrs A Evans *		

* Absent

Also Present:

Mr Mohammed Selim

Mr Sam Regan

Mr Richard Overall

Ms Emily Moreton, Chief Executive, Wrexham & District Citizens Advice Bureaux

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

36. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms S Bailey, Mrs A Evans, A Gallanders and Ms H Hewitt.

37. 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).

38. DECLARATION OF INTERESTS

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

39. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 17 June 2026 were received.

RESOLVED – that the Minutes of the hybrid Council Meeting held on 17 June 2026 be received and confirmed as a correct record.

40. INFORMATION FROM 17 JUNE 2026 MINUTES

MINUTE 35- PRIDE IN PLACE IMPACT FUND: The Council had now received the PIPF offer letter for the new Play area in Acton Park and the Chair and Clerk signed it at the meeting on the Council's behalf. Members considered a letter received from Andrew Ranger MP which referred to possible further funding that might be available under the Pride in Place Impact Fund. The present position was noted.

41. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION OF MEMBERS AND CASUAL COUNCILLOR VACANCIES IN THE ACTON PARK WARD:

Members were advised that three suitably qualified persons had expressed an interest in putting their name forward for co-option to fill the two vacancies for Councillors for the Acton Park Ward. Copies of their applications had been circulated prior to the meeting. Members proceeded to consider the applications and invited the three applicants to give a short address to the meeting in support of their application.

The applicants were asked to leave the meeting while Councillors discussed their applications. Applicant number 3 asked to speak to the Chair of the Council and asked if he could withdraw his application, to enable the other two candidates to fill the vacancies. Members considered his request, discussed the merits of all three applications and proceeded to vote.

RESOLVED – that

- i. Applicant number 3, Richard Everall, would be permitted to withdraw his application.***
- ii. Mohammed Selim, of 28 Oak Drive, Wrexham, be co-opted as a Member of the Community Council to fill the casual vacancy for the Acton Park Ward on the Council and the Clerk witnessed his acceptance of Office at the meeting and for him to receive an Induction on her return from holiday.***
- iii. Sam Regan, of 2 Avondale Grove, Borrass Park, Wrexham, be co-opted as a Member of the Community Council to fill the casual vacancy for the Acton Park Ward on the Council and the Clerk witnessed his acceptance of Office at the meeting and for him to receive an Induction on her return from holiday.***

42. SERVICE LEVEL AGREEMENT REPORTING – WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX

The Chair welcomed Ms Emily Morton to the meeting and thanked her for the Q1 Service Level Agreement report from April – June 2024. Ms Moreton provided an update on the service and confirmed that the CAB Outreach Service for Acton had secured a new venue, following the re-purposing of Acton Community Resource Centre. The new venue, St Margaret's Church Hall, Chester Road, Wrexham would be trialled from August 2026, with their last date at Acton CRC being 2 August 2026. Members were impressed with the amount of money saved for clients and the case studies.

RESOLVED – that

- i) Ms Moreton be thanked for her attendance and Q1 report.***
- ii) The Acton Outreach Citizens Advice Bureau SLA reports continue to be provided on a quarterly basis.***

43. PROCEDURAL MATTERS

- 1. AUGUST RECESS ARRANGEMENTS:** The Clerk reminded Members that the Council should have arrangements in place to deal with any urgent business that arises during the August 2025 recess.

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 2026 recess and report back in September 2026 on any actions and delegated decisions taken.

- 2. EXTERNAL AUDIT UPDATE:** The Clerk updated Members with regard to the submission on 7 July 2026 of the external audit to Audit Wales.

RESOLVED – that the update from the Clerk in respect of progress for the statutory External Audit of the Council's Accounts for the year ended 31 March 2026 be noted;

- 3. ANNUAL INSPECTIONS OF THE THREE PLAYGROUNDS IN THE ACTON COMMUNITY:** Members noted that the annual inspection reports for the three playgrounds had not yet been received.

4. **SCHOOL GOVERNOR VACANCIES:** An email had been received from Rhosnesni High School confirming a vacancy for an Additional Community Governor, with instructions on how to apply.

RESOLVED – that the Administrative Assistant email Wrexham CBC Councillor, Richard Overall, informing him of the vacancy.

5. **COMMUNITY AGENT:**

- 1) The Council received the Community Agent's report highlighting June outcomes.

RESOLVED – that the Report be received and noted.

- 2) The Administrative Assistant provided an update on the responses received from the four other providers approached to continue the Community Agent provision on a contracted out/service level agreement basis to 31 March 2027.

RESOLVED – that

- i. a specification be drawn up and shared with the prospective providers.*
- ii. Meetings be arranged with the providers to discuss the service provision in more detail.*

6. **LOW CARBON COMMUNITY GRANT FOR 2026-2027:** Members considered the Low Carbon Community grant funding and a number of ideas were discussed.

RESOLVED – that an application be submitted to the Low Carbon Communities Team at Wrexham CBC prior to the deadline of 31 July 2026.

44. **KEY ACTON ISSUES**

1. **ACTON COMMUNITY RESOURCE CENTRE:** Members received and noted an update from Councillor Jarvis, following a meeting of the Wrexham CBC Scrutiny Committee, on the plans for Acton Community Resource Centre. The two phases, refurbishing and extending the building would not be completed at the same time. Phase 2, the Community use extension would be done in consultation with community users.

Wrexham CBC Officer, Stacey Deere, would like to attend a future Council meeting and had also invited, the Chair to attend their next meeting on 1 September 2026.

RESOLVED –

- i. To invite Stacey Deere to attend the September meeting of the Community Council, and;*
 - ii. That the Chair attend the next update meeting on behalf of Acton Community Council.*
2. **ANTI-SOCIAL BEHAVIOUR ON THE FAIRWAYS ESTATE:** Members received an update from Councillor Davies about recent anti-social behaviour on the Fairways Estate. The local PCSO, Oliver Mountford, and North Wales police ensured that extra patrols had taken place. Members asked that the local Policing Team be invited to attend the next meeting.
3. **ENVIRONMENTAL SKIP DAYS:** Members noted that an Environmental Skip Day would be taking place in Little Acton, on a date, yet to be determined, in August 2026.

45. **COMMUNITY ENGAGEMENT & UPDATE ON PROGRESSING ANNUAL REPORT PRIORITIES:**

- 1. **EVENTS AT ACTON PARK:** No events are currently planned to take place in Acton Park.
- 2. **BORRAS PARK CP SCHOOL:** The Chair updated Members about plans to meet the Headteacher at the School, following the recent success of two of the school's football teams at an Urdd competition. It was noted that the School has a GoFundMe set up to help pay for a new playground.
- 3. **ANNUAL REPORT:** This item was deferred to the September Council Meeting to give the Clerk and Administrative Assistant time to complete the Report.

46. 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:

- 1. RESPONSE FROM WREXHAM CBC ON THE ISSUE OF DOG FOULING:** Further to Minute 153.3 April 2026, the Clerk read out a response received from Joanne Rodgers, Enforcement Services Co-ordinator at Wrexham CBC. This outlined responses to Councillor's questions about dog fouling in the Acton Ward. The responses were noted.

2. CORRESPONDENCE

Organisation	Details
CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations	
1. North Wales Fire and Rescue Service	Hub Awen Training Centre Consultation: email dated 3 July 2026 - Have your say- the consultation is open until midnight August 31 North Wales Fire & Rescue service's eight-week non-statutory public consultation for its plans to build Hwb Awen the new Training and Development Centre at St Asaph Business Park. <i>Information noted</i>
2. Democracy and Boundary Commission Cymru	DBCC Research – email dated 19 June 2026. The Democracy and Boundary Commission Cymru (DBCC) is exploring attitudes and perceptions of Town and Community Councillors with particular consideration to their views on the size and structure of such councils and how they vary according to local circumstances. http://www.opinionresearch.co.uk/DBCC_Town_and_Community_Council_Survey This link to the consultation, closes in approximately 6 weeks. There is provision for individual Member responses and a collective Council led response. <i>Information noted</i>
3. Wrexham CBC	Wrexham Council Active Travel Statutory Consultation: email dated 6 July 2026. This s link Have Your Say Today - Wrexham Active Travel Network Map 2026 - Commonplace is where you can log on and comment on the various settlements around Wrexham and provide your feedback when it comes to Active Travel. The consultation is open until the 21 September 2026. <i>Information noted</i>
CORRESPONDENCE	
4. Wrexham CBC	1. Quarterly Events Listing: email dated 10 June 2026 with details of upcoming events in Wrexham From July to September 2026. 2. Wreccsam 2029 Heritage Piece: email dated 2 July 2026 with information on how the Communities of Wrexham can come together to support the bid. 3. Take this survey and help us improve our services: email dated 30 June 2026 with a link to a survey on Customer Engagement, open until 21 August 2026. 4. Environment Update: email dated 29 June 2026 with the latest environment update. 5. Environment Update: email dated 6 July 2026 with the latest environment update. <i>Above information noted</i>
5. Planning Aid Wales	Next Network Event from Planning Aid Wales: email dated 23 June 2026 with details of their next event on Wednesday 8 July 2026. <i>Information noted</i>
6. One Voice Wales	1. Larger Local Councils Committee 8 July 2026: email dated 2 July 2026 with the Agenda and associated information for this meeting. 2. Urgent July Training available this w/e 10 July 2026: email dated 6 July with details of training taking place this week. 3. What Community and Town Councils are Achieving Across Wales: email dated 1 July 2026 with details of a report commissioned by One Voice Wales in conjunction with independent researchers, Wavehill, who undertook a Social Impact Assessment of the contribution community and town councils are making to communities across Wales. 4. NEW DIGITAL TRAINING MODULES: email dated 29 June 2026 with details of 2 new digital training modules. 5. Cost of Living Crisis Project - Information and Resources: email dated 29 June 2026 with their latest information and resources.

	6. Practice Development Note 28: email dated 29 June 2026 with the latest Practice Development Note for Internal Audit. 7. Issue 3 of The Voice': email dated 26 June 2026 with the latest One Voice Wales e-magazine. 8. WREXHAM AND FLINT AREA COMMITTEE 22 July 2026: email dated 26 June 2026 with details of this upcoming meeting. 9. One Voice Wales E Bulletin issue 26: email dated 19 June 2026 with their latest e-bulletin. 10. One Voice Wales E Bulletin Issue 27: email dated 6 July 2026 with their latest e-bulletin. 11. Orchard Pruning Workshops - Llais Y Goedwig & Keep Wales Tidy: email dated 8 July 2026 with details of a Summer Orchard Pruning Workshop with Tom the Apple Man at Stori Brymbo on Saturday 18th July 10am - 3pm. <i>Above information noted</i>
7. Audit Wales	Audit Wales Newsletter: email dated 1 July 2026 with their latest newsletter. <i>Information noted</i>
8. AVOW	Members Mailout June 2026: email dated 30 June 2026 with their latest newsletter. <i>Information noted</i>
9. Rainbow Foundation	New Active Futures Cohort Starts This July – Please Help Us Spread the Word: email dated 25 June 2026 with information on their Active Futures events. <i>Information noted</i>
10. Play Wales	1. June 2026 e-bulletin: email dated 22 June 2026 with the latest e-bulletin from Play Wales. 2. Focus on play – NMS for open access playwork: email dated 6 July 2026 with a link to this latest publication from Play Wales, focussing on the National Minimum Standards for open access play work settings. <i>Above information noted</i>
11. Andrew Ranger MP	Letter from Andrew Ranger MP re: Pride in Place Funding: email dated 6 July 2026 asking for an update on the Community Council's proposed spend with the Pride in Place funding and their proposals should any additional funding become available. <i>Information noted</i>

47. PAYMENT OF ACCOUNTS & Q1 PROGRESS AGAINST THE 2026/27 BUDGET

Due to updates and changes being made by Rialtas to the accounting software package, the Clerk had not had access to the software to produce the Q1 Budget progress report. The Clerk reported on payments and bank charges made since 17 June 2026, and requested payment authorisation for outstanding debtor or other cheque, bills and debit card payments, as set out in the schedule below:

RESOLVED –

- i) to approve the making of payments for July 2026 as set out in the schedule below as reported to the meeting; and**
- ii) That the Clerk provide the Q1 Progress against the 2026/2027 Budget to the September Council Meeting. .**

Voucher/Payment Ref & Payee	Details	Amount
U57.B41.7.26 Carole Roberts	Salary and office expenses for July 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)
U58.B42.7.26 Michelle Williams	Salary and Office expenses for July 2026 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017	(as per payroll schedule)

	Section 112 Local Government Act 1972 (as amended)	
U59.B43.7.26 Kevin Roberts	Senior Role Annual Allowance paid via Payroll in July 2026 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
U60.B44.7.26 Ralph Hardy	Senior Role Annual Allowance paid via Payroll in July 2026 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
U61.B45.7.26 Clwyd Pension Fund	Pension payments for June 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
U62.B46.7.26 HMRC	Payroll payments for June 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
U63.B47.7.26 Wrexham & District CAB	Q1 SLA Acton Outreach Service S142 Local government Act 1972 (as amended)	£2,116.80 (Vat = £0.00)
U64. B48.7.26 Wrexham CBC	Supply Fit Replacement Cradle Swing Seat @ Acton Park S19 Local Government (Miscellaneous Provisions) Act 1976	£134.23 (Vat=£22.37)
U65 B49.7.26 Rialtas Business Solutions Ltd	Omega Set up Installation on 15/6/26/ Rialtas Web for 2 users S112 Local Government Act 1972 (as amended)	£1,898.00 (Vat= £316.33)1
U66 B50.7.26 Audit Wales	2024/25 External Audit Fees Accounts & Audit (Wales) Regulations 2014	£244.45 (Vat = £0.00)
U67.DD.11.7.26 BT com	Internet/Phone Provision Little Acton Community Centre to 31/7/26 S112 Local Government Act 1972 (as amended)	£93.54 (Vat= £15.59)
U68 B51.7.26 AVOW	Membership Renewal 2026-27 S112 Local Government Act 1972 (as amended)	£15.00 (Vat = £0.00)

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/2026/0404: Single storey side extension at 12 Ffordd Alun, Wrexham LL12 7PH	No observations
2. P/2026/0392: Single storey front extension at 6 Sherwell Avenue, Wrexham LL13 9TZ	No observations
3. P/2026/0393: Siting of storage container and relocation of existing storage container for storage purposes at Sports Ground, Dean Road, Wrexham LL13 9EH	No observations

Councillor Kevin Roberts Chair

Signed as a correct record this 16th September 2026

Presiding Chair