CYNGOR CYMUNED ACTON COMMUNITY COUNCIL

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 21 October 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	"	Ms C Jarvis
"	W Baldwin	"	M Peters
"	T Coxon	"	S Regan
"	M Davies	"	M Selim
"	C Downes	"	Ms D Wallice
"	Ms S Edwards	"	2 Vacancies
''	A Gallanders		

* Absent

Also Present:
Mr Richard Everall, Acton & Maesydre Ward, Wrexham CBC County Councillor
Mrs K Ellis, Mr G Ellis New owners of Acton Park Lodge.
Mrs Michelle Williams, Administrative Assistant to the Council

69. APOLOGIES FOR ABSENCE

There were no apologies for absence as all Councillors were present.

70. PUBLIC PARTICIPATION

The Chair welcomed Mrs K Ellis and her son Gareth Ellis to the meeting, as the new owners of Acton Park Lodge, and introduced the Wrexham County Borough Councillors to them. Mrs Ellis and her son are renovating the Lodge and gave a short presentation on their plans. They were looking for advice from the Community Council on their plans, which include opening a Coffee Bar and making it accessible to all Residents. The Lodge will be their home and the Coffee Bar will be on their land. Councillors were very supportive of their plans and suggested they contact Wrexham CBC Planning and Environmental Health departments for advice and other agencies such as AVOW.

71. DECLARATION OF INTERESTS

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

72. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 16 September 2026 were received.

RESOLVED – that the Minutes of the hybrid Council Meeting held on the 16 September 2026 be received and confirmed as a correct record.

73. INFORMATION FROM 16 SEPTEMBER 2026 MINUTES

1) **MINUTE 61.3 1) POPPIES:** Members noted that the Clerk had purchased the decorative poppies and had displayed them on the inside of the upstairs windows of the Maesydre Powerhouse.

74. NEW PLAY AREA AT ACTON PARK

Members were informed that the Clerk had received the invoice for the new Play Area and would be submitting it for payment on her return to work. A site meeting at the new Play Area had identified the need

for additional benches and a disabled swing to replace one of the existing swings. A quote for £9,219.81 inc. VAT had been received, from Carla Hinde, Wrexham CBC Landscape Officer for this additional work.
Councillor Jarvis had received a report of an issue with the Zip Wire. In addition, the Councillor had been approached by an elderly resident about the removal of some of the benches close to the old Play Area in the Park and asked that the Community Council consider purchasing replacements. Councillor Jarvis requested that a plaque be placed on one of the new benches to commemorate Councillor Anne Evans.
Members discussed at length, the condition of the ground at the new Play Area and the edging on the path that runs through the play area. Members noted the children are really enjoying the Play Area, but strongly expressed their disappointment in particular with:-

1) the interior footpath not being as yellow as per the drawing submitted and used in the Consultation with Children/parents in March 2026. The finished Play area does not look like the plan; which is disappointing.

2) the lack of hard edging to demarcate the grassed/hard surface areas. Members have looked at other Play areas locally and the ones on the Redrow Estate and at Gresford have the hard edging. They are concerned the edges on the new Play area will deteriorate quite rapidly

3) the general overall appearance of the new Play area is shabby; it doesn't look like £100,000 has been spent on it.

4) Members would like to ensure everything within the service specification has been met and the groundworks are in optimum condition to withstand the high level of usage the new Play area is attracting.

Members deliberated a course of action and took a recorded vote.

RESOLVED – that

1) ***Members voted unanimously not to pay the invoice received for the new Play area until a further meeting to voice strong representations has been held with Wrexham CBC and Kompan and resolved these outstanding matters.***
2) ***The Clerk write to Wrexham CBC to express their disappointment as outlined in the comments above.***
3) ***Additional benches be purchased to replace those removed by the old Play Area.***
4) ***A plaque be purchased and affixed to one of the benches close to the new Play Area to commemorate Councillor Anne Evans and her contribution to Youth Work.***

75. ADDITIONAL PIPIF GRANT FUNDING

An email had been shared with Members outlining additional Pride in Place Impact funding of approximately £8,000 that had become available for Community Councils.

RESOLVED – that

1) ***The Clerk submit an application form by the 20 November 2026 to the Grants Team at Wrexham CBC applying for the additional Pride in Place Impact funding; To be used for the purchase of additional benches as per the quotation received from Wrexham CBC for £9,219.81 (inc VAT)***
2) ***Councillor Edwards requested that a Community Councillor assist the Clerk with the application if time constraints meant that the Clerk would not be able to complete and submit the application prior to the deadline of the 20 November 2026.***
3) ***That two replacement benches be purchased to replace those removed by the old Play Area from the Community Initiatives Budget***

76. PROCEDURAL MATTERS

1. **DEMOCRACY AND BOUNDARY COMMISSION – DRAFT ANNUAL REMUNERATION REPORT 2026-2027:** Members considered and noted the contents of this draft report for 2026/27.

RESOLVED –

i) To note the contents of the draft report for 2026/27 and that there have been no changes made to payments within the various determinations affecting Group 2 of Town and Community Councils and the Council re-affirms its decision previously made under Minute 16 May 2026 in respect of optional payments; and

ii) that the Clerk submit a comment on behalf of the Community Council to the Democracy and Boundary Commission Cymru, expressing their disappointment that there has been no increase to the Community Councillor allowances for a number of years and they do not take into account inflation.

2. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCIES – MAESYDRE AND RHOSNESNI WARDS:

1) S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY MAESYDRE WARD: Notification has been received from the Returning Officer that no electors have come forward to request an election and this vacancy must now be filled by co-option.

RESOLVED – that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option and issue the relevant Public Notice.

2) S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY RHOSNESNI WARD: Members noted that following the funeral of Councillor Anne Evans (deceased) the Public Notice advertising this casual vacancy had been published on the 13 October 2026.

RESOLVED – that the Clerk be authorised to take the appropriate action when the consultation outcome from the Electoral Registration Office is received.

3. INFORMAL COMPLAINT RECEIVED 14 OCTOBER 2026: Members noted that an informal complaint had been received from a resident, via Wrexham CBC, regarding a Christmas Light on a lamp post on Chester Road, being switched on in October. The Clerk had responded to Wrexham CBC Complaints Team that Acton Community Council did not have responsibility for any Christmas Lights on Chester Road. The present position was noted.

4. POTENTIAL PARTNERSHIP WORKING: The Chair updated Members on an email received from AVOW inviting the Community Council to open up a discussion about the potential for AVOW and Acton Community Council to work in partnership supporting the residents of Acton.

RESOLVED – that the Clerk write to AVOW confirming that Councillors wished to progress with their offer.

77. ANNUAL ACCOUNTS 2025/26

Members had received a copy of the External Auditors report following completion of his Annual Review of the Council's Accounts. It was noted that a copy of the Annual Return for the year ended 31 March 2026 is now available to inspect on the Council's website. Members noted that the Auditor General's Opinion was a Qualified opinion due to an inconsistency between the Annual Governance Statement and the Council's internal controls and governance arrangements for the year: namely-

• AGS 3: Section 52 of the 2021 Act requires community councils, as soon as reasonably practicable after the end of each financial year, to prepare and publish an annual report about the council's priorities, activities and achievements over the previous year.

- The Council has not published an annual report for the 2024-25 or 2025-26 years

It was noted that the Annual Report for 2024-25 had been continuously published on the Council's website since its approval at the Annual Council Meeting in May 2025. The Annual Report for 2025-26 had not be due until after 31 March 2026, which was outside the period the 2025/26 External Audit had reviewed.

RESOLVED –

i) the Conclusion of the Audit of the Council's Accounts for the year ended 31 March 2026 be received and noted; and
ii) To endorse the prompt action taken by the Administration Assistant to publish a Public Notice and the Audited Annual Return on the Acton Community Council websit;
iii) the Clerk respond to the External Auditor as per the final paragraph in Minute 77

78. KEY ACTON ISSUES

1) **BIN ON HERBERT JENNINGS AVENUE:** Councillor Jarvis reported a bin, by the underpass on Herbert Jennings Avenue, which had been replaced a number of times, by Wrexham CBC, due to vandalism. The bin has now been removed due to the repeated vandalism.

RESOLVED – that Councillor Jarvis will continue to chase Wrexham CBC to replace and/or relocate the bin.

2) **ACTON COMMUNITY RESOURCE CENTRE:** Councillor Davies provided an update following a meeting about the Centre. Plans for the extension are being progressed. Councillor Jarvis said that the Consultation questions had been shared at the meeting and asked that when these were published, the Community Councillors share with residents to achieve as much participation as possible.

3) **PARKING ON THE FAIRWAYS ESTATE:** Councillor Gallanders requested that Councillor Coxon, as a Director on the Management Committee of the Fairways, request that residents park sensibly as he had received a number of complaints.

4) **BUS SHELTER:** Councillors Gallanders and Davies are continuing to pursue a replacement bus shelter for Holt Road.

5) **PARKING AT BARKERS LANE SCHOOL:** Councillor Wallice had received a number of complaints from residents regarding parking at the school during pick up and drop off times.

6) **ASTON GROVE AND PARK AVENUE TREES:** Councillor Everett provided an update on works to trees on Aston Grove, Park Avenue and on the edge of the Sunken Garden.

79. COMMUNITY ENGAGEMENT & UPDATE ON PRORESSING ANNUAL REPORT PRIORITIES:

1. **EVENTS AT ACTON PARK:** The Chair provided an update on the Halloween event taking place on 27 October 2026 in conjunction with the opening of the new Play Area.

80. REPORT FROM CLERK

Organisation	Details
CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations	
1. Planning Aid Wales	**Have your say on the future of planning in Wales:** email dated 25 September 2026 with details of this consultation, the closing date is 20 November 2026.
2. Democracy and Boundary Commission Cymru	**Publication of the Draft Annual Remuneration Report 2026–27:** email dated 25 September 2026 with a link to this consultation. This will be discussed at the October Council meeting.
CORRESPONDENCE	
3. Wrexham CBC	**1. School Admissions information to share with Communities:** email dated 17 September 2026 with details of admission deadlines for 2027. **2. The Longest Yarn 2 - Britain at War:** email dated 21 September 2026 with details of this exhibition at St Giles Church from 5 – 29 October 2026 **3. The People's Emergency Briefing:** email dated 25 September 2026 with details of the screening of this Public Awareness film at Ty Pawb, on Monday 5 October, 6pm – 8pm. **4. Wrexham Armed Forces Community Carol Service 03.12.26:** email dated 7 October 2026 with an invitation to this Carol Service on the 3 December 2026, 7.00pm at St. Giles Church, Wrexham. **The Council's instructions are requested:** **5. Monthly Event Listing (October - December 2026):** email dated 1 October 2026 with the latest Wrexham event details. **6. The People's Emergency Briefing- 17 Hydref / 17 October:** email dated 9 October 2026 with details of a public screening of this film at Ty Pawb. **7. Wrexham Town and Community Council Forum - 22 October:** email dated 14

	October 2026 with details of the next hybrid meeting on the 22 October 2026.
4. One Voice Wales	**1. One Voice Wales E Bulletin Issue 30:** email dated 18 September 2026 with their latest e-bulletin. **2. Changes to Governance and National Executive Committee Arrangements:** email dated 22 September 2026 with details of these arrangements. **3. Cost of Living Crisis Project - Information and Resources:** email dated 29 September 2026 containing their latest newsletter. **4. One Voice Wales E Bulletin:** email dated 2 October 2026 with their latest e-bulletin. **5. NORTH WALES COUNCILS ONLY EVENT:** email dated 5 October 2026 with details of two webinars taking place on the 11 and 12 November. One Voice Wales is working with **Actif North Wales** to provide two informative webinars on helping communities thrive through physical activity. **6. REMINDER - TRAINING DATES - OCT- DECEMBER 2026:** email dated 5 October 2026 with details of the latest training dates. **7. WREXHAM FLINT AREA COMMITTEE:** email dated 25 September 2026 with details of the next meeting on 20 October 2026 at 7pm in Rossett Hub. **8. Invitation to Community Flood Volunteer Event in North Wales 2027:** email dated 12 October 2026 with an invitation to this event to be held in the Conwy Business Centre on 18 March 2027. **9. Community Resilience Assessment Questionnaire - action required:** email dated 12 October 2026 containing a link to this questionnaire Community Resilience Status in Wales Questionnaire – Fill out form **10. New funding opportunity for community-owned clean energy projects in Wales:** email dated 13 October 2026 with details of a webinar on this funding opportunity taking place on 15 October 2026 at 12 noon. **11. Practice Development Notes 30 and 31:** email dated 14 October 2026 with details of these updated development notes. **12. Public Bodies interviews by Ipsos for HMRC:** email dated 14 October 2026 with details of an IPSOS survey on behalf of the HMRC. **13. Larger Local Councils Committee Online Meeting 21 October 2026:** email dated 14 October 2026 with details of this online meeting.
5. Llais	**IMPACT - Llais monthly newsletter:** email dated 21 September 2026 containing their latest newsletter.
6. Planning Aid Wales	**1. Latest training from Planning Aid Wales:** email dated 22 September 2026 with details of their latest events. **2. Latest training from Planning Aid Wales:** email dated 7 October 2026 with details of their latest training and events. **3. Using AI and digital tools in planning:** email dated 12 October 2026 with details of their next training event on 19 October 2026 at 6pm.
7. Play Wales	**1. New Training Resource:** email dated 23 September 2026 with details of a new online training resource and their National Conference. **2. Play Wales Monthly Update – September 2026:** email dated 30 September 2026 containing their latest update.
8. AVOW	**Members Mailout September 2026:** email dated 30 September 2026 with their latest newsletter.
9. Welsh Government	**Welsh Government: Vision for Culture & Sport in Wales – Call for Evidence:** email dated 6 October 2026. The Welsh Government is developing a new Vision for Culture and Sport in Wales and wants to hear from communities. One Voice Wales will submit a sector-wide response and is asking councils to share short, simple evidence. The closing date for comments is 25 November 2026.
10. Wrecsam 2029	**Wrecsam2029 - Diweddariad/Update:** email dated 1 October 2026 with an update on Wrexham's bid to be the UK City of Culture 2029.
11. Groundwork North Wales	**Tesco Fruit & Veg Grants:** email dated 8 October 2026 with details of and a link to details of this funding opportunity.

12. Rainbow Foundation	**New Active Futures Cohort Starts This November – Please Help Us Spread the Word:** email dated 8 October 2026 containing information on the new Active Futures Cohort starting shortly.
13. Candelabra Concert	**Wrexham Event - Candelabra Concert:** email dated 12 October 2026 with details of this Christmas Concert being held in Wrexham.
14. SP Energy Networks	**You're invited to join our community winter preparedness webinar:** email dated 9 October 2026 with details of this SP Energy Network webinar on Winter Preparedness taking place on 22 October 2026.

81. PAYMENT OF ACCOUNTS & Q2 PROGRESS AGAINST THE 2026/27 BUDGET

Members noted that in the Clerk's absence, the Administration Assistant was unable to report on payments, bank charges and spending that have been made since 16 September 2026, as that information was held by the Clerk. In addition the Q2 progress against the 2026/27 Budget would be deferred to the November 2026 Council Meeting. To ensure timely payments could be made it was noted that payment of outstanding debtor or other cheque, bills and debit card payments, as set out in the schedule below in the Minutes would be made:-

Voucher/Payment Ref & Payee	**Details**	**Amount**
H107.DD.20.10.26 *British Gas*	*LACC Off Peak Electricity supply costs **2/8/26 - 7/9/26.E – Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£25.08 (VAT= £1.19)* *No payment sent*
H108.DD.21.10.26 *British Gas*	*LACC Electricity supply costs 8/7**/26 – 7/8/26 - Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£50.03(VAT= £2.38)* *No Payment sent*
H109.DD.22.10.26 BT Com	Internet/Phone Provision Little Acton Community Centre to 31/10/26 S112 Local Government Act 1972 (as amended)	£93.54 (Vat= £15.59)
H110 DC8.10.26 Wrexham Motoring Supplies	Cable Ties for Lamp post Poppies S112 Local Government Act 1972 (as amended)	£40.80 (VAT= £6.80)
H111 DC9.10.26 Amazon	Soldier Silhouette window Stickers for MPH S137 Local Government Act 1972 (as amended)	£39.98 (VAT= £6.66)
H112 DC10.10.26 Amazon	Cable Ties for Lamp post Poppies S112 Local Government Act 1972 (as amended)	£9.50 (VAT= £1.58)
H113 DC11.10.26 Amazon	Remembrance Day Window Stickers for MPH/ LACC S137 Local Government Act 1972 (as amended)	£56.96 (VAT= £9.49)
H114 DD.23.10.26 Wrexham County Borough Council	NNDR Little Acton Community Centre 10/10/26 S112 Local Government Act 1972 (as amended)	£158.00 (VAT=£0.00)
U115. B.82.10.26 Carole Roberts	Salary and office expenses for October 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)
U116.B.83.10.26 Michelle Williams	Salary and office expenses for October 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)
U117. B.84.10.26 Clwyd Pension Fund	Pension payments for October 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)

U118. B.85.10.26 HMRC	Payroll payments for October 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
U119. B.86.10.26 Caia Park Partnership Ltd	Q3 Sla Payment Acton Youth Club S19 Local Government (Miscellaneous Provisions)Act 1976	£7,451.83 (VAT=£0.00)
H120 DC12.9.26 Poppy Shop	Purchase of 40 Large Lamp post Poppies- delayed invoice S137 Local Government Act 1972 (as amended)	£190.00 (VAT = £31.67)
U121.B87.10.26 Wrexham & District CAB	Q3 SLA Acton Outreach Service S142 Local government Act 1972 (as amended)	£2,116.80 (Vat = £0.00)
H122 DC13.10.26 Lidl	Sweets for distribution at Official Opening of new Actoon Park Play area on 27/11/26 S19 Local Government (Miscellaneous Provisions)Act 1976	£66.72 (VAT= £11.12)
H123.DD.24.10.26 *British Gas*	*LACC Off Peak Electricity supply costs 8**/9/26.E-7/10/26A – Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£52.58 (VAT= £1.92)* *No payment sent*
H124.DD.25.10.26 *British Gas*	*LACC Electricity supply costs 8/7**/26 – 7/8/26 - Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£50.03(VAT= £2.38)* *No Payment sent*

82. 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/Observations**
1. P/2026/0565: Outline application for erection of 3 dwellings (All Matters Reserved) at 10 Rhosnesni Lane, Wrexham LL12 7LY	***There is a history of flooding in the vicinity of the application site with reports of water draining straight from Nine Acre Playing Field.*** ***The development therefore may require approval of Sustainable Drainage Systems (SuDS) features, in accordance with the 'Statutory standards for sustainable drainage systems – designing, constructing, operating and maintaining surface water drainage systems.*** ***There are also reports of a 'badger run' where the application site borders the properties on Lawson Road. Badgers are protected under the Protection of Badgers Act 1992.*** ***We would suggest a Preliminary ecological appraisal (PEA) to assess whether badgers and/or other protected species are present.***
2. P/2026/0500: Amended plans for a two storey rear extension at 44 Glyn Avenue, Wrexham LL12 8DF	***No observations***
3. ENQ/2026/0260: Installation of Telecommunications apparatus at the Telecommunications Mast, Bodhyfryd, Wrexham LL12 7BW	***No observations***

83. EXCLUSION OF PRESS AND PUBLIC

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

84. LITTLE ACTON COMMUNITY CENTRE

The Administration Assistant provided an update on the Project Plan circulated to Councillors previously. As part of the Project Plan and the Low Carbon Community grant received, emails had been sent to four companies requesting details of the Energy Survey service they provide. Two responses had been received from Litegreen and E&F Retrofit Ltd, details of which were shared with Councillors.
An email had also been sent to TDE Limited requesting his availability to provide a quotation for further electrical work at the Community Centre.
A draft Hirer's Agreement had also been shared with Councillors. This highlighted a charge of £30 per four hour session, with reduced rates available to Community Groups in consultation with the Clerk.
Councillor Downes has been approached by residents asking that a list of events, taking place at Little Acton Community Centre be placed on the Noticeboard outside the Centre.

RESOLVED – that

i. The charges as outlined in the draft Hirers Agreement be approved as:
   a) £30 per four hour session
   b) £10 for use of kitchen per four hour session
   c) A reduced rate for Community Groups available in consultation with the Clerk.
ii. A list of events being held in the Community Centre be collated and placed on the Noticeboard
iii. Upon receipt of a response from E&F Retrofit as to their charges for the Survey, the Clerk be authorised to arrange an Energy Survey with either Litegreen or E&F Retrofit.
iv.

Councillor Kevin Roberts Chair

Signed as a correct record this 18th November 2026

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Presiding Chair