

## Acton Bridge Parish Council Meeting notes

**Date & time** 6<sup>th</sup> December 2021 at 19:30 **Location** Parish Rooms, Acton Bridge

**Attendees** T Brocklebank (Chairperson), D Charlton, R Holt, C Ballantyne-Roberts, G Hayward, Cllr C Fifield CW&C, Mrs C Robinson (Clerk to the Parish Council)

**Apologies** R Forbes, D Hall, Cllr P Williams CW&C, Cllr G Edwards CW&C, Michelle Gillett (PCSO)

### Absent

**Minutes written by** Mrs C Robinson (Clerk)

The discussion commenced at 19:33

<u>Agenda Item</u>	<u>Notes &amp; Actions</u>
<b>1. Apologies</b>	Apologies for Absence – as noted above
<b>2. Declarations of interest</b>	No pecuniary interests were expressed.
<b>3. Public Open Forum</b>	<p>Three members of the public were present at the meeting.</p> <p>Two local residents expressed concern over the grassed area and surrounding area on the junction with Chapel Lane and Orchard Avenue. There is damage to the grass and the nearby paths are slippery. Cllr Fifield agreed to contact relevant authorities to see if anything can be done to improve the area. <b>Action Cllr Fifield</b></p> <p>One resident wanted to inform the Parish Council he had accepted an option from a building firm on two of his fields in the Acton Bridge area. The Parish Council understood why this had been done and noted that this did not mean there would be building in Acton Bridge.</p>
<b>4. PCSO Update</b>	The PCSO had distributed her December monthly report prior to the meeting. One incident reported in Acton Bridge of suspicious activity - Report of a chalk mark outside a property. Advice had been given to wash it off and stay vigilant. The PCSO surgery in Acton Bridge was held in the Parish Rooms car park on Monday 6 <sup>th</sup> December 12:00 – 13:00.
<b>5. Minutes of the Parish Council meeting 1st Nov</b>	The minutes of the Parish Council meeting held on 1 <sup>st</sup> November 2021 were accepted as a true and correct record.
<b>6. Decisions on management of a Parish Council Facebook page</b>	Cllr Hayward updated the Parish Council with activity on the PC Facebook page including 72 likes, 757 'reaches' to individual Facebook pages and 920 engagements with posts. It has also been added as a page to the Acton Bridge Village Facebook. After discussion it was agreed that there could be automatic sharing of postings on the Parish Council Facebook page on some standard subjects/updates from key sources such as CW&C or the PCSO. Replying to specific questions asked by residents was agreed as long as it was a factual response, and no discussions should be entered into.
<b>7. Interim Section 19 flood report</b>	<p>The Parish Council had been sent the interim Section 19 flood report for review. The general consensus from the Parish Council was that it was short of detail on Acton Bridge. Cllrs Charlton and Brocklebank had been in contact with the authors, Atkins, to give them more detail on the extent of the flooding in Acton Bridge. The hope is that the final report should be better informed.</p> <p>Cllr Fifield had also made it clear at the CW&amp;C Cabinet meeting on 24<sup>th</sup> November that the report was not reflective of the impact of the flood in Acton Bridge and Weaverham. The Localities didn't seem to realise the impact on Acton Bridge and the main focus at the time, had been on Northwich town centre.</p> <p>There had also been a Flood Engagement event for residents at the Riverside Inn on the 2<sup>nd</sup> December.</p>

- 8. Update on the Community Resilience Plan** Cllr Charlton updated the Parish Council on the Community Resilience plan saying that it was going well, and that the 2<sup>nd</sup> meeting had taken place. There will be a draft plan made available after Christmas, at which point there will be decisions to be made on who has the plan and how it is activated. Further reviews will also be required.
- There are 800 sandbags to be delivered to the Ward for properties impacted by the flooding. Decisions are required on how many will come to Acton Bridge, and Cllr Charlton is also looking at options for where they could be stored, both in the short term and long term.
- 9. Update on the Development of the Parish Council Website** The switch over for the Parish Council website and email will take place from Christmas Eve, it will take up to 7 days, during which time they will be unavailable. Cllr Hayward has had a good response to her request for photos for the website. She will also be re-organising the information on the website. A request for a drawing of the bridge was suggested to accompany email signatures.
- 10. Update on the Broadband project** There were 2 meetings held for residents in the Parish rooms, the vast majority of residents who attended, were supportive with 80 residents now registering interest in the scheme (the minimum required was 50). 34 have provided their full address – more are being encouraged. Freedom Fibre will go ahead with further stages of the design.
- 11. Speed Sign Batteries** Cllr Ballantyne-Roberts gave an update from TWM re the speed sign batteries, a couple of which are now out of warranty. There is a £100 call out charge, with £50 to complete checks and £78.23 to replace. A decision was deferred due to the Average Camera Speed Pilot.
- 12. Update on Speeding and the Average Camera Speed Pilot Scheme** Cllr Brocklebank gave an update on the productive meeting with Steve Jones (Highways), Cllrs Forbes and Holt, on Wednesday 3<sup>rd</sup> November. Acton Bridge is a suitable location for the trial and Steve Jones has proposed that our proposal be pursued further. Three cameras will be required which would be a cost of £7,500 per annum. This would have a very significant impact on the amount of Precept that would be needed, although it would only be 50p per week for an average property in Acton Bridge.
- 13. Planning & Enforcement**
- a. Planning Applications**  
One application was received on 2<sup>nd</sup> November, 21/04040/FUL - 5 Cliff Road with comments to be submitted by 23<sup>rd</sup> November. Following comments at the last PC meeting and email circulation, 'No comments from the Parish Council' was submitted using the online portal.
- b. Planning Decisions** - Three decisions have been received:
- 21/04040/FUL - 5 Cliff Road – Approved, notified 2<sup>nd</sup> December 2021
  - 21/00290/LBC - 6 Cliff Road - Application not required, notified 3<sup>rd</sup> December 2021
  - 21/00297/FUL - 71 Cliff Road – Approved, notified 3<sup>rd</sup> December 2021
- c. Planning Enforcement**  
Planning Enforcement have sent an email update on 17 Hill Top Road, circulated to the Parish Council on 26<sup>th</sup> November. Planning Enforcement are taking no further action at the current time. Cllr Holt expressed surprise that the Shepherd's hut in conjunction with the shed used as a toilet block and shower did not need planning permission.
- 14. Updates on Actions from previous Parish Council meetings:**
- Members' Interests** The Clerk circulated a blank form by email to the Parish Councillors on 17<sup>th</sup> November.
- Footbridge Replacement** Cllr Ballantyne-Roberts confirmed that the footbridge on footpath no.19 has been fully replaced, this should go on the ABPC website under News. **Action Mrs Robinson**

**Maintenance of drains** The Clerk circulated an email from CW&C in response to her request for an update. The Parish Council felt the response did not reflect what had happened prior to the flooding or the amount of work that had been recently completed to clear the drains and gullies.

**15. Financial Matters**  
**a. Cheques for signature** There were no cheques requiring Parish Council approval. The Parish Council agreed to a debit card on the bank account to allow for payment for items such as website costs.  
**Action Mrs Robinson**

**b. Balances**

<u>Total Balances as at 1<sup>st</sup> Dec 2021</u>		
	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		8,608.05
Unpresented chqs as at 01/12/21	77.50	
		<b>8,530.55</b>
<b>Summary</b>		
Total Balance B/Fwd @ 13/10/2021		8,187.27
Plus total receipts		343.34
Less total payments	0.00	
<b>Total Balance C/fwd to 02/12/21</b>		<b>8,530.55</b>

**c. Review of Parish Council spend** The Clerk had circulated a spreadsheet showing the Parish Council spend to date and forecast spend for 2021/22. Key points noted: Current precept level is approx. £5,000 with additional CIL payments (£200-£350 for the last 2 years). Regular annual expenses are in the region of £2,500 per annum. The forecast year-end balance is approx. £6,200. After discussion the Parish Council agreed an increase of 3% to the precept to be confirmed at the January Parish Council meeting.

**16. CW&C Ward Councillors** Cllr Fifield re-iterated the Consultations highlighted at the last meeting. There is a full Council meeting 16<sup>th</sup> December and a Planning meeting on 7<sup>th</sup> December. Cllr Hayward raised that the Orchard Avenue Playground area is overgrown. Cllr Fifield agreed to follow up.  
**Action Cllr Fifield**

**17. Reports from other meetings** Cllr Brocklebank is also now the Chairperson of the Joint Cemetery Committee. The Parish Council unanimously agreed to a requested amendment to the Joint Cemetery Committee Constitution. The change agreed: Section 6. Quorum: Five members present, with a minimum of one from Cuddington Parish Council and one from Weaverham and/or Acton Bridge Parish Council, shall form a quorum.

The Parish Council also agreed to a request from the Cemetery Clerk that the Cemetery rules and fees are displayed on the ABPC website on the Gorstage Cemetery page.

**18. Correspondence** The Clerk had summarised correspondence in her Clerks report. The Parish Council agreed to the Clerks request to only minute Correspondence that is commented on, or has a decision associated with it.

**19. AOB** Contributions for the village newsletter were requested; Cllr Charlton is doing a piece on the Community Resilience plan and Cllr Hayward will be submitting a piece on Broadband.

**20. Date of Next Meeting** The next Parish Council meeting is planned for **Tuesday 4<sup>th</sup> January 2022**.

The discussion closed at 21:40

Signed ..... (Chairperson)

Date.....