

Acton Bridge Parish Council Meeting notes

Date & time	9 th January 2023 at 19:00	Location	Parish Rooms, Acton Bridge
Attendees	D Charlton (Chairperson), R Holt, R Forbes, D Hall (from 19:30), Cllr C Fifield CW&C, Cllr G Edwards CW&C, Mrs C Robinson (Clerk to the Parish Council)		
Apologies	T Brocklebank, G Hayward, L Wakefield, Cllr P Williams CW&C		
Absent	Michelle Gillett (PCSO)		
Minutes written by	Mrs C Robinson (Clerk)		

The discussion commenced at 19:04

<u>Agenda Item</u>	<u>Notes & Actions</u>
1. Apologies	<p>Apologies for Absence – as noted above</p> <p>The Chairperson wished everyone a Happy New Year and told Cllr Fifield that the Parish Council's thoughts were with him, following the sad passing of his Mother, a former Acton Bridge Parish Councillor.</p>
2. Declarations of interest	<p>No pecuniary interests were expressed.</p>
3. PCSO Update	<p>The PCSO's December report was circulated to The Parish Council by email on 6th January. No incidents have been reported in Acton Bridge. The next PCSO weekly surgery will be held on Thursday 12th January 19:00 – 20:00, Acton Bridge Parish Rooms. Cllrs Fifield and Edwards had been in a meeting with the PCSO earlier and the PCSO was planning a Community Speed Watch day on 28th January, location TBC.</p>
4. Public Open Forum	<p>There were no members of the public present.</p>
5. Minutes of the Parish Council meeting held on 5th December 2022	<p>The minutes of the Parish Council meeting held on 5th December 2022 were accepted as a true and correct record.</p>
6. Planning & Enforcement	<p>a. <u>Planning Applications:</u></p> <ul style="list-style-type: none">i) 22/00747/FUL – Former Nursery, Station Road - single storey extensions and conversion of former retail building to a residential dwelling. Cllr Holt had circulated comprehensive notes on the history of this site, giving reasons why the PC wanted the application refused, for review, prior to the meeting. The January CW&C Planning meeting has been cancelled and it is now likely to be on the agenda of the meeting planned for 7th February, Cllr Edwards to confirm. Cllr Forbes is planning to attend. Action Cllr Edwardsii) Additional Applications – The Parish Council was asked to consult and submit comments on one further application on 9th January, with comments required by 30th January: 22/04525/FUL - provision of a 40m x 20m enclosed horse exercise arena and retention of a new manure store. The Parish Council agreed their only concern is that there is a condition not to install floodlights or to impose a time limit on their use should be applied to this application, if granted. Action Mrs Robinson <p>b. <u>Lawful Development Certificates applied for</u> (the Parish Council has not been asked to comment on):</p> <ul style="list-style-type: none">• 22/04298/LDC - Acton Cliff Farm, Cliff Lane - provision of a new stable in the garden. The large building has been mentioned by residents to Cllr Holt,

as out of place and character. The Parish Council requested that the Clerk Email Planning Dept as they did not feel it qualified as LDC, as it is not in accordance with the CW&C Local Plan and Policy DM21.

Action Mrs Robinson

- c. Planning Decisions - No decisions had been received, but on the CWAC Planning portal, **22/02470/FUL** - 8 Bancroft, demolition of existing conservatory, erection of single storey rear and side extensions, is showing as approved.
- d. Planning Enforcement
 - i) **22/00174/EMCOU** - Clyden 17 Hill Top Road - use of Shepherd's hut for holiday accommodation. The details of the appeal against the latest Enforcement notice are yet to be received. The Clerk read out some comments received by email from a resident concerning the impact on them by holidaymakers, and the potential impact if they are reluctant to formally lodge comments. The recent update from CPRE also mentions the upcoming stronger regulation on properties for short term holiday lets.
 - ii) Cllr Holt brought a copy of a letter from a resident asking CW&C Highways to reconsider their recommendation on actions concerning the new hedge planted outside the former Maypole Inn due to the issues with lines of sight on the road and from their drive. No action is required from the Parish Council at this stage.

7. Update on actions to be taken over residents' concerns - Orchard Avenue Playground

Following a meeting with Cllr Edwards, Fiona Dunning from CW&C and the Clerk at the playground area, further information was received from CW&C. This included information on the transfer of the maintenance of the playground to the Parish Council which would result in a Council Tax reduction from CW&C calculated as £5.89 for a Band D property in 2023/24. Instead, the Parish Council would have to include increased costs in the precept of around £2,000 per annum (approx. increase to a Band D of £6.31). Given time constraints, CW&C also recommended that it would be better for any transfer to take place on 1 April 2024. The Parish Council agreed that this should be revisited after the Parish Council elections in May, depending on the new Parish Councils appetite for the project.

8. Final decision on Acton Bridge Average Speed Camera Proposals

The Clerk read out an email from a resident objecting to the proposal, the key point being the limited amount of consultation with residents. It is the only comment received from any residents on the proposals. The Parish Council discussed all the items raised and asked the Clerk to draft a response for review, highlighting the Parish Council didn't need to consult residents and that speeding is an issue had been raised and discussed many times over the years.

Action Mrs Robinson

The Clerk is still waiting for Zurich Insurance to tell her what the impact would be on the Insurance Premium to include the full cost of the speed cameras (£67k), but this is not likely to be prohibitive given the current total cost of the Parish Council Insurance is £241.00. The repayment figure of the £67k loan of £3,269.39 per annum for 13 years which would give an increase in the Band D charge of £10.32.

After a further discussion the Parish Council unanimously agreed go ahead with the Average speed Camera proposals.

Action Cllrs Brocklebank & Forbes

9. Review of Statutory Documents

All Cllrs were asked to review the Statutory Documents, on the ABPC website, prior to the meeting. The Parish Council agreed to re-adopt all the documents as they are, with the exception of the Register of Assets which should be amended to include the relevant portion of the Joint Cemetery Committees assets.

Action Mrs Robinson

10. Updates on Actions from previous Parish Council meetings:

22/03652/FUL – 19 Warrington Road, Acton Bridge	The Parish Council comments were submitted 5 th December.
Fence repairs Station Road	The Clerk has raised a ‘complaint’ with London Northwestern Railway, as this seems to be the best way to get an update. They state it can take up to 20 working days to respond.
ABPC Website	The Clerk has drafted a page with sample agendas for the JCC but needs some help setting it up as a sub-section to Gorstage Cemetery on the website. She has also added a new page for 2023/4 Minutes and Agendas, but it is as a new header rather than a sub-section to ‘Agendas’. Action Cllr Hayward & Mrs Robinson
Review of Parish Councillors Register of Interests	The Clerk has had confirmation of updates required for Cllrs Brocklebank and Charlton, and that there is no update required for Cllrs Forbes & Hall, as there are no more updates she will process the changes for Cllrs Brocklebank and Charlton. Action Mrs Robinson
Orchard Avenue Hedges 5 Chapel Lane	The hedges that impact Orchard Avenue, owned by 25 Chapel Lane, have now been cut. The state of the garden and hedges remain a concern, no update received.
Sandbags	No update on further discussions with the residents at Holly Cottage to ensure a mutually agreeable solution are required. Action Cllrs Charlton & Brocklebank

11. Financial Matters

a. Cheques for signature

Three cheques were approved for signature:

- Mrs C Robinson, Clerks salary Oct, Nov, Dec: £528.48
- HMRC – Income tax on Clerks salary: £131.40
- Cllr Fifiel – Poppy Wreath £25.00. (This was not on the agenda, but the Parish Council were informed at the November PC meeting – see item 12a Cheques for signature).

b. Balances

Total Balances as at 31st December 2022

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		9,465.56
Unpresented chqs as at 30/12/22	0.00	
		<u>9,465.56</u>
<u>Summary</u>		
Total Balance B/Fwd @ 01/12/2022		9,465.56
Plus total receipts		0.00
Less total payments	0.00	
Total Balance C/fwd to 01/01/23		<u><u>9,465.56</u></u>

Payments:

Total **£0.00**

c. Decision on 2023/24 Precept request.

At the December PC meeting the Parish Council discussed the figures for the precept request for 2023/4, the Clerk gave a summary and an update on some outstanding queries:

- The forecast for costs 2023/24, including £1,000 provision for maintenance and repairs to the Parish rooms, TWM and 10% uplift to most costs, is **£5,500**. This would be a 5% increase on 2022/23 (£5,212) and would be a Band D Council tax cost of £17.36 pa

- The costs for the election confirmed as: Uncontested £181.00, contested £547.50
- The JCC precept request for 2023/4 confirmed as £126.02 (6% of £2k), £150 was included in the previous forecast.
- The decision to approve the average speed camera project would be an annual cost of **£3,269.39** for the lifetime of the loan.

The Parish Council unanimously agreed a precept request for 2023/24 of **£8,770**, which would give a band D charge £27.67 (£16.51 2022/23). The application for the Parish Council Precept has a closing date of 31st January 2023.

12. CW&C Ward Councillors

Cllr Edwards informed the Parish Council:

- She attended the playground meeting with CW&C and the Clerk
- She had chaired the Flooding meeting in Weaverham on 20th December. There was good attendance (apart from the Canal Rivers Trust) and a general feeling things are moving forward. There will be regular meetings twice a year, pre and post flooding season. The next meeting with the Flood Hub is 23rd January.

Cllr Fifield informed the Parish Council:

- He had also attended the Flooding meeting with CW&C and the Environmental Agency and felt it was a positive meeting.

13. Reports from other meetings

A Special Joint Cemetery Committee meeting was held on 20th December, chaired by Cllr Brocklebank and attended by Cllr Fifield. The main items for discussion were gritting the cemetery in cold weather, mole damage and the Parish Council precept requests.

The Clerk attended a virtual meeting given by CW&C, Connection Event: 2023 Elections, on 20th December. She had circulated information on key dates and also highlighted:

- All Parish Councillors need to put in Nomination forms, no matter when they joined the Parish Council, if they want to remain on the PC.
- A contested Election would take place on 4th May
- The Parish Council Annual Meeting must take place between 10th May and 23rd May – The Parish Council agreed the Annual Meeting should be held with the normal Monthly Parish Council meeting on **Tuesday 16th May 2023**.

The Parish Council agreed they wanted to encourage new people to get involved in the Parish Council. There have often been vacancies on Acton Bridge Parish Council, there has not been a contested election for many years.

14. Correspondence

The Clerk had summarised correspondence in her Clerk’s report, two items were raised for discussion and the Parish Council agreed they should be added to the Latest News Posts on the Parish Council website: ‘Police Budget 2023/24’ and a notice from ChALC on ‘Encouraging people to stand as Councillors’.

15. AOB

Cllr Hall has received a complaint from residents about the footpath on Hilltop Road due to the bank encroaching the pavement. The issue needs logging with CW&C.
Action Cllrs Fifield & Hall

16. Date of Next Meeting

The next Parish Council Meeting is planned for **Monday 6th February 2023 at 19:00**.

The discussion closed at 20:20

Signed (Chairperson)

Date.....