

## Acton Bridge Parish Council Meeting notes

<b>Date &amp; time</b>	3 <sup>rd</sup> April 2023 at 19:00	<b>Location</b>	Parish Rooms, Acton Bridge
<b>Attendees</b>	D Charlton (Chairperson), R Holt, D Hall, L Wakefield, Cllr C Fifield CW&C, & Mrs C Robinson (Clerk to the Parish Council)		
<b>Apologies</b>	T Brocklebank, G Hayward, R Forbes, Cllr G Edwards CW&C, Cllr P Williams CW&C, Michelle Gillett (PCSO)		

### Absent

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

The discussion commenced at 19:00

<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. PCSO Update</b>	The PCSO's March Report was circulated by email 29 <sup>th</sup> March. There were no reports of incidents in Acton Bridge
<b>4. Public Open Forum</b>	There were no members of the public present.
<b>5. Minutes of the Parish Council meeting held on 6<sup>th</sup> March 2023</b>	The minutes of the Parish Council meeting held on 6 <sup>th</sup> March 2023 were accepted as a true and correct record.
<b>6. Planning &amp; Enforcement</b>	<p>a. <u>Planning Applications</u>:</p> <p>i. <b>22/00747/FUL</b> – Former Nursery, Station Road - single storey extensions and conversion of former retail building to a residential dwelling. Whilst not specifically itemised on the agenda, this application was on the agenda at the CW&amp;C Planning Committee meeting on 7<sup>th</sup> March 2023. Cllr Forbes spoke on behalf of the Parish Council, but the application was still approved. The Parish Council thanked Cllr Forbes for presenting at the meeting and to Cllr Edwards for her support.</p> <p>i) Additional Applications – The Parish Council was not asked to consult on any further applications.</p> <p>b. <u>Lawful Development Certificates applied for</u> (the Parish Council has not been asked to comment on): No applications have been brought to the attention of the Parish Council.</p> <p>c. <u>Planning Decisions</u> - No decisions had been received.</p> <p>d. <u>Planning Enforcement</u></p> <p>i) No Enforcement notices have been received.</p>
<b>7. Update and decisions on further actions re: Enforcement of parking fines Warrington Road (A49)</b>	<p>An Email was circulated to the Parish Council on 24<sup>th</sup> March with the response from CW&amp;C Parking Project Manager and Advisor to the letter from the Parish Council. In summary, they are not inclined to comply with the Parish Councils request to not enforce the parking fines on Warrington Road. The Parish Council have asked Cllr Edwards to confirm if the yellow lines have to be there? <b>Action Cllr Edwards</b></p>
<b>8. Updates and information on May Election</b>	Nominations for the elections close at 4pm on 4 April 2023. Six of the existing Parish Councillors confirmed they have submitted their nominations. The Clerk should have

confirmation on 5<sup>th</sup> April if it is an uncontested election. The last day as a Parish Councillor for anyone not standing is 9<sup>th</sup> May 2023, the next PC meeting is 16<sup>th</sup> May.

**Clrs Holt and Hayward** have confirmed they have not submitted nominations and are standing down. The Parish Council thanked Cllr Holt for his long service on behalf of the village.

## 9. Coronation Celebrations

**Cllr Fifield** confirmed that posters and tickets to 2 events are underway:

- Saturday 6<sup>th</sup> May 19:30 – midnight in the Paris Rooms bring food and drink £7 per head
- Sunday 7<sup>th</sup> May afternoon - family event with games and entertainment, in and around the Parish rooms – Free entry (register in advance)

Cllr Holt will ask the residents next to the Parish rooms to raise the flag.

## 10. Updates on Actions from previous Parish Council meetings:

### Review of Statutory Documents

The Risk Management Document has been confirmed by the Chairperson and added to the ABPC website.

### ABPC Website

The Clerk has added the Joint Cemetery agendas and minutes for 2022 & 2023 to the ABPC website.

### Review of Parish Councillors Register of Interests

The Clerk has updated the ABPC website with Cllr Brocklebank updates, and both Cllrs Brocklebank and Charlton's forms have been sent to CW&C.

### Crowton resident complaint re lorries

The Clerk sent an email on 23rd March with the Parish Councils comments – no response has been received from the resident. Cllr Fifield has logged a query about the temporary barrier on the railway bridge and is awaiting a response. **Action Cllr Fifield**

### Average Speed Cameras

The Financial agreement was circulated to the Parish Council for comment on 31<sup>st</sup> March. The Parish Council unanimously agreed that they had no concerns about the agreement and asked the Clerk to let the Chair of Plumley Parish Council know.

**Action Mrs Robinson**

## 11. Financial Matters

### a. Cheques for signature

There were three cheques approved for signature:

- C Robinson (3 months Clerks Salary) – £528.48
- HMRC (3 months income tax – Clerk)- £131.40
- **CPRE - £36.00** agreed by the PC, not the other option of £60 suggested. The Clerk had overlooked the request for renewal, left it off the agenda and not included in the draft year- end figures circulated prior to the meeting. She apologised for the oversight.

### b. Balances

#### **Total Balances as at 31<sup>st</sup> March 2023 (Draft year-end figures)**

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		8,796.60
Unpresented chqs as at 31/03/23	659.88	
		<u>8,136.72</u>
<b><u>Summary</u></b>		
Total Balance B/Fwd @ 01/03/2023		8,780.68
Plus total receipts		219.40
Less total payments	863.36	
<b>Total Balance C/fwd to 01/04/23 (draft)</b>		<u><u>8,136.72</u></u>

Receipts:

CIL Payment £219.40

Payments:

Cllr Forbes £17.00

ChALC £186.48

C Robinson £528.48

HMRC £131.40

**Total £863.36**

**c. Review of Clerks Salary**

Whilst the Clerk left the room the Parish Council agreed to continue to align the Clerks Salary to SCP 10. In November NALC issued the agreed salary pay scales; SCP 10 went from £11.28 to £12.28. The Parish Council also agreed to backdate the pay rise to April 2022 when the new pay scales were backdated to. The cheque for the back pay was approved and will be included in the 2022/23 figures, the year-end will need to be adjusted accordingly.

**12. CW&C Ward Councillors**

**Cllr Fifield** informed the Parish Council that there wasn't a huge amount to report due to Purdah. But, in addition to items already discussed:

- Levelling up funding is being reviewed
- The 3 Ward Councillors have £500 each to spend on Coronation events, they have donated £300 towards ABCAs events
- Ward Councillor Elections:
  - **Cllr Williams** had sent his apologies and asked Cllr Fifield to pass on his thanks to the Parish Council for their support during his last 8 years as a Ward Councillor.
  - **Cllr Fifield** had also decided to stand down after 12 years as a Ward Councillor, although he had submitted his nomination for Parish Cllr.

The Parish Council wanted to formally record their thanks to all 3 Ward Councillors for all their hard work supporting Acton Bridge residents and groups.

**13. Reports from other meetings**

**Cllr Hall** attended an Acton Bridge and Weaverham Trust meeting where all 3 requests for funding were approved.

**14. Correspondence**

The Clerk had summarised correspondence in her Clerk's report, the only items raised for discussion at the meeting:

- Email 29<sup>th</sup> March - **DLUHC Permitted Development Consultation - Draft NALC Response-Chance To Comment** – the Parish Council agreed no response was required from them at this time, but any Parish Councillor can respond individually if they wanted to.

**15. AOB**

None raised.

**16. Date of Next Meeting**

The next Parish Council Meeting is planned for **Tuesday 16<sup>th</sup> May 2023 at 19:15**, with the Annual Meeting commencing at 19:00.

The discussion closed at 20:00

Signed ..... (Chairperson)

Date.....