

# Acton Bridge Parish Council Meeting minutes

<b>Date &amp; time</b>	4 <sup>th</sup> September 2023 at 19:00	<b>Location</b>	Parish Rooms, Acton Bridge
<b>Attendees</b>	T Brocklebank (Chairperson), R Forbes, D Hall, L Wakefield, H Broughton, Cllr G Edwards CW&C & Mrs C Robinson (Clerk to the Parish Council)		
<b>Apologies</b>	C Fifield, D Charlton, Cllr L Stocks CW&C, Cllr P Rimmer CW&C		
<b>Absent</b>	Michelle Gillett (PCSO)		
<b>Minutes written by</b>	Mrs C Robinson (Clerk)		
The discussion commenced at 19:20			

<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 declarations of interest were declared.
<b>3. PCSO Update</b>	The PCSO's June Report was circulated 26 <sup>th</sup> July, there was no report of any incidents in Acton Bridge. The PCSO's July Report was circulated 31 <sup>st</sup> July. There is a report in Acton Bridge of 2 reports of unknown persons entering properties. The PCSO also did a speeding enforcement on Milton Rough on the 1 <sup>st</sup> September with 10 vehicles captured exceeding the speed limit, the highest being 45 mph.
<b>4. Public Open Forum</b>	<p>There was one member of the public present. They asked the Parish Council to consider 3 issues:</p> <ol style="list-style-type: none"><li>1) The increased volume of the Acton Bridge Railway Station tannoy disturbing local residents – Cllr Edwards agreed to raise with her contact at London Northwestern Railways <b>Action Cllr Edwards</b></li><li>2) Accessibility into Pear Tree Woods is becoming increasingly difficult as the woods mature. Can they be managed better to make sure it is preserved as a local beauty spot/recreational facility? Cllr Forbes agreed to talk to his contact at the Woodland Trust. <b>Action Cllr Forbes</b></li><li>3) On Station Road and Hilltop Road there are hedges growing over footpaths, making it dangerous as it means that the road is sometimes the only access for walkers. The resident agreed to log the issues on the CW&amp;C portal.</li></ol>
<b>5. To Approve the a) Minutes of the Parish Council meeting held on 3<sup>rd</sup> July 2023</b>	The Parish Council <b>RESOLVED</b> to approve the minutes of the Parish Council meeting held on 3 <sup>rd</sup> July 2023 as a true and correct record.
<b>b) the Minutes of Parish Council Extra-ordinary meeting held on 7th August 2023</b>	The Parish Council <b>RESOLVED</b> to approve the minutes of the Extra-ordinary Parish Council meeting held on 7 <sup>th</sup> August 2023 as a true and correct record.
<b>6. Planning &amp; Enforcement</b>	<p>a. <u>Planning Applications:</u></p> <ol style="list-style-type: none"><li>i) <b>23/02334/FUL</b> - 1 and 2 Warrington Road - Retrospective application for retention of first floor rear balcony to no 2 and inclusion of first floor rear window obscure glazing unit to no 1. The Parish Council reviewed and had no comments to submit. <b>Action Mrs Robinson</b></li><li>ii) No other requests for consultation had been received.</li></ol>

b. Planning Decisions:

- i) **22/04525/FUL** - Acton Cliff Farm Cliff Lane - Provision of a 40m x 20m enclosed horse exercise arena and the retention of a new manure store – Approved.
- ii) **22/03652/FUL** - 19 Warrington Road - Demolition of existing conservatory, single storey side and rear extension. First floor rear extension to include balcony - Approved
- iii) No other notifications received as at 1<sup>st</sup> Sept – but there has been an update to **22/03653/FUL** - Car Park Adjacent 19 Warrington Road Acton Bridge Northwich Cheshire CW8 3QB (still showing as pending).

c. Planning Enforcement & Appeals

- i) Planning appeal reference 23/00074/REF was received on 4<sup>th</sup> September. The appeal is against 22/02780/OUT but there is no information on the grounds of the appeal. The Clerk will investigate. **Action Mrs Robinson**
- ii) No Enforcement notices had been received.

**7. Review and any decisions on co-option to the Parish Council Vacancy**

As no election has been called, the Parish Council are able to co-opt for the Parish Councillor vacancy. The Parish Council agreed to advertise the vacant post on the PC website, the PC noticeboard, the Acton Bridge Newsletter and the PC Facebook page, with a closing date of 30<sup>th</sup> September. **Action Cllr Fifield & Mrs Robinson**  
All Councillors will also raise the vacancy with any potentially interested parties.

**8. Update and Appointment of Parish Council trustees for the Parish rooms**

Moss Hasselhurst have advised the current trustees representing the Parish Council are no longer Parish Councillors. This needs to be updated in advance of the renewal of the lease in 2025. They have advised it will be £450 +VAT for a deed of retirement and Appointment of new trustees. After discussion, the Parish Council agreed to accept Cllr Wakefield's offer to volunteer as a Trustee and Cllr Brocklebank volunteered to approach Cllr Fifield to see if he would volunteer as the other Trustee. Cllr Wakefield will review the current lease due to end in 2025 in preparation for the renewal.

**Action Cllrs Wakefield & Brocklebank**

**9. Review and decision on any actions/funding to reduce the incidents of accidents on the A49**

Cllr Fifield had attended the Weaverham Parish Council meeting on 24<sup>th</sup> July and asked them to reconsider their decision not to contribute funding to reduce the speed limit on the A49. The issue should be reviewed at the WPC Finance meeting next week, with the next full Parish Council meeting being held on 25<sup>th</sup> September. If WPC still do not want to contribute, Acton Bridge PC will review how much it could contribute to the project. **Action Cllrs Edwards & Fifield**

**10. Review and approval of the Parish Council report and village consultation and survey for the average speed camera pilot**

The Parish Council **RESOLVED** to approve the report for the Acton Bridge Parish Council, Average Speed Camera Pilot report v1.4 dated August 2023.

The Parish Council **RESOLVED** to seek the approval of the Secretary of State for Levelling up, Housing and Communities to apply for a PWLB loan of £67,023.17 over the borrowing term of 13 years for the Average Speed Camera pilot in conjunction with the Cheshire Police Crime Commissioner. The annual loan repayments will come to around £7,081.72. It is also intended to increase the council tax precept for the purpose of the loan repayments by 140%, which is the equivalent of £7,082.00. This will be subject to a precept increase consultation.

The Parish Council **RESOLVED** to accept one vote per household for the survey responses and to add the full address to the voting slip. The consultation will end on 30<sup>th</sup> September 2023. The Parish Council will review the responses at the October Parish Council meeting.

Cllr Wakefield expressed his thanks to the Clerk and everyone involved in the work on the project so far.

**11. Review and decisions on possible village survey**

A further discussion took place on the prospect a village survey, and the Parish Council agreed that a Neighbourhood Plan would be legally binding. As the cost to produce a Neighbourhood plan is likely to be upwards of £20,000 the recent email to Councillors offering funding should be followed up and we would also need to ensure appropriate resources, especially residents time, are available before the Parish Council can approve a resolution to produce a Neighbourhood Plan.

**12. Review of Acton Bridge Parish Council Community Emergency Plan**

Cllr Charlton has forwarded a draft of the Emergency plan and has asked that the Parish Council review and forward any amendments so that the final version can be reviewed and approved at the October PC meeting. **Action All Parish Councillors**

**13. Review and decisions on the storage of sandbags for flooding prevention**

The sandbags have been stored at Manor Farm for a lot longer than was first thought. As it is looking unlikely the car park area next to 19 Warrington Road is going to be an option, the Parish Council agreed that the Clerk should write to the resident of Holly Tree Cottage about the common land opposite. **Action Mrs Robinson**

**14. Updates on Actions from previous Parish Council meetings:**

**Insurance of the Parish Rooms**

Information from an email received from ABCA on the insurance renewal has been circulated to the Parish Council.

**23/01854/FUL - Arden 12 Cliff Road**

The Clerk submitted the Parish Council comments on 13th July

**TWM**

The Clerk is still unable to download data from the Speed Indicator devices, and not had time to follow up again with TWM. One needs to be topped up, but the Clerk is not sure why I can't get the download of data from the other one. **Action Mrs Robinson**

**Solar Panels**

Cllr Wakefield is still looking at the ongoing costs and business case for solar panels at the Parish Rooms. C/F **Action Cllr Wakefield**

**15. Financial Matters**

**a. Cheques for signature**

There was one cheque approved for signature:

- I. R Forbes - £28.49 Plants for planter on Station Road

**b. Balances**

**Total Balances as at 31<sup>st</sup> August 2023**

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		15,109.99
Unpresented chqs as at 31/08/23	20.00	
		<u>15,089.99</u>
<b><u>Summary</u></b>		
Total Balance B/Fwd @ 01/07/2023		15,982.06
Plus total receipts		0.00
Less total payments	892.07	
<b>Total Balance C/fwd to 01/09/23</b>		<u><u>15,089.99</u></u>
<b>Receipts:</b>	<b>£0.00</b>	

**Payments:**

Gorstage Cemetery Precept -	£126.02 (7% of £2,000)
C Robinson - Clerks net pay, April/May/June -	£574.98
HMRC – Clerks PAYE income tax April/May/June –	£143.40
Cheshire Community Action Annual Subscription -	£20.00
Blue Host	£27.67

**c. Review of Clerks hours for August**

**Total** £892.07

It was acknowledged that the Clerk had worked in excess of 20 hours overtime in August. Cllr Brocklebank proposed that the overtime payment was C/F until all the work on the Average Speed Camera loan application was completed. **C/F**

**16. CW&C Ward Councillors**

Cllr Edwards gave an update on the work she is involved in with ongoing flood prevention. The next flooding meeting will be held in October and at the Acton Bridge Parish rooms. There is a new flooding team in place and she has also had contact with the rapid response team. Cllr Edwards, in conjunction with Cllr Charlton is also looking at a ‘tabletop’ exercise to test the Acton Bridge Community Emergency plan.

In addition, she highlighted the admin error with the bus passes for Acton Bridge village children going to Weaverham, an imminent press release on Solar panels, the Northwich Tourist office moving, an initiative called ‘filling the gap’ and speed monitoring with the PCSO. Cllr Edwards also informed the Parish Council that she is in conversation with a resident that would like better facilities at the play area in Acton Bridge (currently managed by CW&C).

**17. Reports from other meetings**

The Joint Cemetery Committee meeting on 15<sup>th</sup> August was attended by Cllr Fifield.

**Correspondence**

The Clerk had summarised correspondence in her Clerk’s report.

There was one item of correspondence received for discussion at the meeting: an email from a resident with concerns over the drains following the flooding in 2021 and requesting that the Parish Council challenge CW&C to ensure they are maintained and kept clear. The Parish Council noted the concerns, and Cllr Edwards gave an update on the risk-based approach to gully clearing that has been adopted. Most will be cleared annually, but problematic ones will be cleared more frequently. **Action Mrs Robinson**

**19. AOB**

- The Clerk has had contact from a resident on Station Road reporting Horsetail weed; Cllr Edwards has managed to persuade Streetscene to attend.
- Cllr Hall has had concerns raised about a property being advertised on AirBNB that may not have the correct planning permission in place. The Clerk will raise with CW&C Planning Dept. **Action Mrs Robinson**

**20. Date of Next Meeting**

The next Parish Council Meeting is planned for **Monday 2nd October 19:00**. Cllr Forbes gave his apologies in advance.

The discussion closed at 21:20

Signed ..... (Chairperson)

Date .....