

Acton Bridge Parish Council Meeting minutes

Date & time 6th November 2023 at 19:00 **Location** Parish Rooms, Acton Bridge

Attendees T Brocklebank (Chairperson), R Forbes, D Hall, L Wakefield, C Fifield, D Charlton, Cllr G Edwards CW&C, Cllr L Stocks CW&C, & Mrs C Robinson (Clerk to the Parish Council)

Apologies H Broughton, Cllr P Rimmer CW&C

Absent Michelle Gillett (PCSO)

Minutes written by Mrs C Robinson (Clerk)

The discussion commenced at 19:00

Agenda Item

Notes & Actions

1. Apologies

Apologies for Absence – as noted above

2. Declarations of interest

No declarations of interest were declared.

3. PCSO Update

The PCSO's October Report was circulated 4th November, Speed enforcement on Station Road resulted in 4 offences being captured, highest speed 41 mph. 1 report of suspicious activity of a door-to-door salesman. The PCSO had also responded to the enquiry on having a speed camera van at the layby opposite the Riverside Inn, stating it had been deemed unsuitable, when looked at previously. The accident information provided was considered to be incorrect.

4. Public Open Forum

There were no members of the public present.

5. To Approve the Minutes of the Parish Council meeting held on 2nd October 2023

The Parish Council **RESOLVED** to approve the minutes of the Parish Council meeting held on 2nd October 2023 as a true and correct record.

6. Planning & Enforcement

a. Planning Applications:

- i) **23/03068/FUL** - 40 Cliff Road - Single storey rear extension. The Parish Council reviewed and had no comments to submit. **Action Mrs Robinson**
- ii) **23/03122/FUL** - Hilltop Farm- Alteration to doors to front and rear of property. The Parish Council reviewed and had no comments to submit. **Action Mrs Robinson**
- iii) No other requests for consultation had been received.

b. Planning Decisions:

No notifications had been received.

c. Planning Enforcement & Appeals

No Enforcement notices had been received.

7. Review and decisions for the average speed camera pilot in light of Network Rail's latest update

Although Network Rail have no immediate plans to do any work to the bridge, and as they won't put a weight limit on it, the bridge will continue to degrade over time. Given the possibility of works in the future, and the results of the village consultation, the Parish Council agreed they do not wish to proceed with the Parish Borrowing application for the average speed camera pilot. The inclusion of 6 months loan repayments in the 2023/24 precept will be reviewed at the December meeting.

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

There has been no interest expressed to the Clerk. The Parish Council agreed to advertise again in the next Acton Bridge Village Newsletter. The Clerk will also check the rules on how long co-option is possible available following official advertisement of the vacancy. **Action Cllr Fifield/Mrs Robinson**

9. Update on Acton Bridge Parish Council Community Emergency Plan

Cllr Charlton gave a very detailed update on the recent enactment of the Community Emergency Plan in response to storm Babet on 20th/21st October. Cllr Charlton, in conjunction with Cllrs Brocklebank, Fifield, Edwards and Mrs Rooney (ABCA) regularly reviewed the situation due to an Amber flood warning, finally enacting the plan. On Saturday 21st the houses on Station Road were about 1 – 2 inches away from flooding. The drains started to back up and caused flooding on Acton Lane. Sandbags were deployed (and now need replacing). Fortunately, the houses in Acton Bridge did not flood, but one house on Sandy Lane, Weaverham, did. The whole exercise was an excellent test of the plan and a few lessons have been learnt.

10. Updates on Actions from previous Parish Council meetings:

TWM

The Clerk is still unable to download data from the Speed Indicator devices. **C/F**

Letter re sandbags

The Clerk has yet to write the letter re-storage of sandbags. Cllr Charlton and the Clerk will compose a letter in light of recent events. **Action Cllr Charlton/ Mrs Robinson**

Clerks overtime

The Parish Council agreed to pay the Clerk for net 10 hours overtime in September for the work involved in the average speed camera project consultation.

11. Financial Matters

a. Cheques for signature

There was one cheque for £90.00 approved for signature, for 2 invoices:

- I. Invoice from ChALC 2023/217 for £60.00 for training session Cllrs Broughton and Wakefield
- II. Invoice from ChALC 2023/245 for £30.00 for training session Cllr Broughton

b. Balances

Total Balances as at 31st October 2023

	<u>DR -ve</u>	<u>CR +ve</u>	
Current A/c			14,318.12
Unpresented chqs as at 31/10/23	0.00		
			<u><u>14,318.12</u></u>
<u>Summary</u>			
Total Balance B/Fwd @ 01/09/2023			15,089.99
Plus total receipts		0.00	
Less total payments	771.87		
Total Balance C/fwd to 01/11/23			<u><u>14,318.12</u></u>
Receipts:		£0.00	

Payments:

R Forbes (plants for planter)	£28.49
C Robinson - Clerks net pay, July/Aug/Sept	£574.98
HMRC – Clerks PAYE income tax July/Aug/Sept	£143.40
ChALC Training (Cllr Broughton)	£25.00 (Should have been approved at the last meeting, not on agenda)
Total	£771.87

c. Review of Clerks hours

The Clerk had noted in her report that item 12b Review of Clerks hours/salary said ‘It was agreed at the meeting that due to the increasing work the Clerks basic standard hrs should be increased to 4 hrs per week’, however the Clerks hours are already 4.5 per week (from May 2022). The Clerk has no desire to increase her weekly hours, preferring to be paid overtime for any initiatives/projects that increase her average hours.

12. CW&C Ward Councillors

Cllr Edwards gave an update on recent activities including:

- The recent near flooding and the sandbag machine visit before Christmas
- The loudness of the railway Tannoy and the involvement of the Environment team
- Defibrillator training course in the new year, could 1 or 2 Parish Councillors attend?
- There is a playground working group looking at the feasibility of taking over the playground from CWAC
- Weaverham PC have not revisited the funding of proposed the speed reduction on the A49; she will let the Clerk know when the 6 months have expired.

Cllr Stocks also give a brief update, the members budgets are ongoing – but reducing. The Council Flood Management Task Force group meet on 16th November to review policies.

13. Reports from other meetings

- At the Weaverham and Acton Bridge Trust meeting, £200 was secured for the WI Christmas Party.

- The Joint Cemetery Committee meeting on 18th October was attended by Cllr Fifield. Cllr Fifield proposed and Cllr Wakefield seconded and the Parish Council **RESOLVED** to approve a change in the JCC constitution Section 8. Finances:

From ‘A current account, and savings accounts will be maintained on behalf of the committee at a bank or Savings provider agreed by the committee.’ To: ‘A current account, savings account and/or investment account will be maintained on behalf of the committee at a bank or Savings provider agreed by the committee, and in line with the JCC Investment Policy, once drafted.’

Cllr Fifield proposed and Cllr Brocklebank seconded and the Parish Council also **RESOLVED** to approve the increase in cemetery fees of 10%.

- Updates given from the ABCA meeting:
 - Upcoming media evening
 - Defibrillator Training
 - Christmas lights switch on the last Sunday in November
 - Newsletter submission date 15th November
 - Cllr Brocklebank investigating WiFi options for the Parish Rooms.

14. 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 received from a resident on 30th October re Tennis coaching at the Tennis Club. The Parish Council asked the Clerk to forward the complaint to ABCA as they are responsible for the use and operation of the land used by the tennis club.

Action Mrs Robinson

15. AOB

- Cllr Wakefield had scanned the lease and reviewed in preparation of the renewal, he will arrange a meeting to discuss with Cllr Fifield and Mrs Rooney (ABCA). ABCA insurers are querying why the tenant is insuring the premises rather than the owners. The Trustees names will be updated when the lease is reviewed.
- Cllr Wakefield is looking further into the potential for solar panels at the parish rooms, particularly potential funding of £10k (Community Action Group) – applications are invited in January. He was empowered by the Parish Council to investigate further.

16. Date of Next Meeting

The next Parish Council Meeting is planned for **Monday 2nd December 19:00**. The Budget for 2024/25 will need to be reviewed in advance of the precept request in January 2024.

The discussion closed at 20:15

Signed (Chairperson)

Date