

ACTON BRIDGE PARISH COUNCIL

Minutes of the meeting held on Monday 3rd June 2019 at 7-30pm in the Parish Rooms.

Present

R Holt Chairman
C Ballantyne - Roberts
H Bayley
T Brocklebank
C Fifield
R Forbes
D Hall
Clr G Edwards CW&C
Clr P Williams CW&C

Apologies - None

1 Public Matters

There were no members of the Public present.

Clr Brocklebank said that he wished to raise an issue as a member of the Public. He said that he had made an offer for the land and adjoining land at the site of the former Garden Nursery on Station Road. The owner had informed him that he would only sell the Nursery site but not the adjoining land. The owner had inferred that other, outside parties, were interested in purchasing the land.

There was a general discussion on the possible usage of the land and the potential development. The Chairman stated that the official status of the land is Green Belt. The meeting decided that there is a need to know the attitude of CW&C Planning Department to any development on the site. It was agreed that CW&C Clrs Williams and Edwards plus PC Clrs Brocklebank and Hall would meet to formulate a brief to be raised with CW&C Planning.

It was also agreed that, when an answer was obtained from Planning, a Public Meeting may be called of Village residents to ascertain attitudes to development of the site.

2 Approval of Minutes

The minutes of 13th May 2019 were accepted and signed

3 Matters Arising

May Meeting

The 13th May meeting was the first meeting of the new Parish Council and the Agenda had been separated into two parts. Part 1 was structured to cover the formalities and administration of the new Parish Council and Part 2 was in accordance with the standard format for ordinary meetings.

Part 1 New Parish Council Administration

8. Financial Arrangements

8.3. Appointment of Internal Auditor

Mr Peter Young has stated that he wishes to relinquish the post of Internal Auditor after the 2018 – 2019 audit. The meeting discussed possible replacement people and agreed to canvas availability.

8.4. Bank Account – appointment of new signatories

Two members who were signatories have left the Parish Council. It was agreed to add three signatories making a total of four of which any two can sign. Clr Bayley remains a signatory and Clrs Ballantyne-Roberts, Forbes and Hall are to be added. The necessary forms have been completed and sent to the Co-operative Bank.

8.8. Councillors Request for Dispensation

All the forms that had been signed by Members had been sent to ChALC, they have been recorded and returned. ChALC have stated that if the Dispensation is only required to set the Parish Council precept the form does not need to be completed.

9. Co-Option of Members

Further to the recent Local Elections, there is a vacancy for one member of the Parish Council. The Clerk has been informed by CW&C that the Parish Council can advertise the vacancy. The vacancy has been advertised on the web site and on Facebook. Action Clr Holt Completed

Part 2 Ordinary Meeting May 2019

3 Matters Arising

a) Representatives of 'Friends of Acton Bridge Station' said that two new planters are to be provided at the Station. Health and Safety matters are to be cleared before they can be installed. It was noted that there is to be a 'Work Day' at the Station on the 18th May.

Work is progressing on the renewal of the side-line to the platform at the Station.

Post Meeting Note

A ticket vending machine has now been installed at the Station.

b) Item 10 Village Matters

It was reported that the 'No Through Road' sign at the entrance to Strawberry Lane has been installed.

c). The Chairman reported that an Enforcement Officer from CW&C has visited the site at the rear of 25 Chapel Lane. Although the Enforcement Officer had said that the new buildings within the property curtilage were to required standards and that the stable had previously been approved in 2017. It was not clear if the statements included the building in the field. This will be rechecked.

Action Clr Holt Ongoing

From October 2018 Meeting

Item 3(a) Footpaths and Public Right of Way

The Chairman enquired about the condition of FP 24 - CWAC have said that they will only undertake one cut per year, which is inadequate, as this is a strategic part of the Petal Walk. Clr Ballantyne-Roberts said that when last used it was difficult to get through but will check before the next meeting.

3c) Dog fouling – Waste Bins

Subsequent to the approval of the grant from the Members Budgets for the provision and the emptying of a bin in Chapel Lane together with emptying of the litter bin on the Parish Room car park. The Chairman said that an invoice has been received from CW&C which was for the provision and emptying of the bin only, not the emptying of the car park bin. He will ask for clarification. Clr Hall reported that the bin has been installed near the railway bridge in Chapel Lane.

Action Clr Holt - Ongoing

3e) Interactive Signs (ISIDs)

Clr Forbes had mentioned the need to establish a new regime for the processing and downloading of data now that Clr Pardoe had left the Parish Council. The Chairman said that Mr Pardoe and Clr Ballantyne-Roberts had been to see a resident who was interested in process the data. Action Clr Holt Completed

Clr Ballantyne-Roberts said that arrangements had been made with the resident to download the information. Mr Pardoe had prepared extracts from the recorded data for May which showed the ten worst offenders passing the signs. Some crazy speeds had been shown with some at approximately the same time on consecutive days. The data had been passed to the PCSO at the last surgery.

The Chairman said that the claim for VAT refund, a total of £370, has been submitted.

9 Correspondence

Further to the notification received from HM Courts Tribunal Service that Punch Partnerships have appealed the granting of the Maypole Inn the status of Asset of Community Value, the Parish Council has sent written evidence requesting refusal of the appeal.

10 Village Matters

a). The Chairman reported that there has been further email correspondence with CW&C on the topic of the width of the PRoW at Hill Top Farm and the width of 2.5m given on the approved plan. CW&C state that there are ongoing discussions with the owner. An update will be requested. **Action Clr Holt**

b) On the item of street cleaning, complaints have been received about the growth of weeds in the gutters. Clr Williams said he has picked this up again and is chasing CW&C to have the weeds treated.

Action Clr Williams

11 AOB

a) Clr Brocklebank said he has made contact with Mr Pardoe and will establish what can be done to take on the update of the web site. **Action Clr Holt Completed**

b) The Chairman reported that he had met representatives of Norley Parish Council and had given details of the history, paperwork involved and costs of the speed signs.

c) The Clerk has indicated at earlier meetings her wish to retire from the Post. The Chairman has prepared a 'Job Specification' which has been reviewed by the Parish Council. The Job Description has been published on the web site and Facebook. Action Clr Holt Completed

4 Planning Applications

There were no planning applications this month.

5 Planning Decisions

There were no Planning Decisions this month.

The Chairman mentioned that there is no news yet on the application for the new build at 71 Cliff Rd.

6 Financial Matters

6.1 Authorisation of Cheques

The Clerk mentioned that an invoice has been received from Zurich for next years premium. She has spoken to Zurich and explained the situation regarding authorised signatories on the account. They accepted the delay and have noted the situation. The Clerk has been in touch with the Bank and ask for the new signatories to be added to the account as soon as possible.

6.2 The Clerk reported that the Internal Auditor has completed his review and comments. He had commented that there has not been a claim for 'petty cash' for over a year. He was thanked for his many years he has carried out the internal audit task. Now that the process has been completed the Clerk will advertise the option for residents to view the accounts.

7 CWAC Ward Councillors

The three newly elected Ward Councillors explained their roles in the various Departments of CW&C. Clr Fifield said he will not make comments on planning matters as he is a member of the Planning Committee

As reported above, Clr Williams will chase CW&C over the cleaning of the gutters.

8 Reports from other meetings

None

9 Correspondence

A letter from former Clr Pardoe, sent to the Chairman and Clerk, was read to the meeting and his sentiments were much appreciated.

Correspondence received by email has been circulated.

10 Village Matters

a) Clr Bayley reported that she had information that the regulations regarding septic tanks have been revised.

b) Clr Bayley mentioned that the sign Community Notice Board outside the Parish Rooms is rotted.

c) Clr Bayley reported on the work that had been done by the volunteer group 'Friends of Acton Bridge Station' to clean up around the Parish Rooms and the car park. It was agreed that a huge improvement has been made and the volunteers were thanked for their work.

d) Clr Bayley also mentioned that a Parish Council representative, in addition to the Chairman, was required for ABCA. Clr Fifield said he would fill this position.

e) Clr Bayley said she would liaise with the lady who looks after the planters at the front of the Parish Rooms regarding the supply of plants.

f) Clr Forbes asked for clarification on the actions to follow the meeting on preparing a brief to be discussed with CW&C regarding the Nursery site. The Chairman said that the important item was the response from CW&C. If building were to be allowed then a Public Meeting would be called.

11 A.O. B

There was no AOB.

12 Date of next meeting

The next meeting will be on Monday 1st July 2019, starting at 7-30pm.