

Acton Bridge Parish Council Meeting minutes

Date & time 6th January 2020 at 19:30 **Location** Acton Bridge Parish Rooms

Attendees R Holt (Chairman), T Brocklebank, C Ballantyne-Roberts, R Forbes, D Hall, Cllr C Fifield CW&C, Cllr P Williams CW&C, Mrs C Robinson (Clerk to the Parish Council)

Apologies Cllr G Edwards CW&C, H Bayley, D Edwards

Absent

Minutes written by Mrs C Robinson (Clerk)

The discussion commenced at 19:30

- | Agenda item | Notes & actions |
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| 1. Apologies | Apologies for Absence - As noted above |
| 2. Declarations of interest | There was no disclosable pecuniary interest, but the Cllr Holt (Chairman) disclosed that he lived opposite the Chapel in Chapel Lane that might be brought up for discussion as a future planning application. |
| 3. Public Matters | There was 1 member of the public present. |
| 4. Minutes of meeting held on 2nd December | The minutes of the meeting held on 2 nd December were accepted as a true and correct record and were signed by the Chairman. |

5. Matters arising and review of last minutes

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| Neighbourhood plan (Cheshire Community Action) | It was a good presentation from Cheshire Community Action and, although it was the 3 rd time the Parish Council had received representation at a Parish Council meeting on Neighbourhood plans and that the protection of a Neighbourhood Plan was not necessary, the Parish Council agreed to follow up on it at the February Parish Council meeting. It will be added to the agenda. Action Mrs Robinson |
| Flooding – field on Station Road | Cllr Forbes forwarded the ticket/enquiry numbers on and whilst the drains have been emptied following the last meeting, it has made no difference and they are still blocked. It is a bigger job, they all seemed to be blocked up Station Road. Action Cllr Fifield |
| Ditch in Hazel Pear wood | The Chairman forwarded on contact details to the resident for the Woodland Trust (Neil Oxley). |
| Parish Council Website | Due to unforeseen circumstances, the Clerk hadn't been able to attend a meeting on further updates to the PC website. Mrs Robinson to meet with website contact on 8 th January to see how to add pages and links. Action Mrs Robinson |
| Bulb planting | The Chairman expressed disappointment that ½ bag of bulbs had been wasted as they had not been planted. |
| Bank Account signatories | Additional form completed and sent to NS&I, nothing further heard from them. |
| Wildflowers | The work required on the land close to the Bowling Green (bottom of the recreation ground) identified for wildflower planting is moving along. Action Cllr Williams |
| Town Farm Quarry | Cllr Fifield has received an email to say the weighbridge has gone and site road will be going shortly. |

Remembrance Plaque	The Chairman advised ABCA are still looking at solutions for where how the plaque could be mounted. ABCA have agreed it can go on the righthand side of the entrance to the Parish rooms, quotes required for the re-sighting of light switches.
Planning application for Station Road Nursery	No further update on planning application 19/03689/FUL, it seems to be static on the Planning website. More Consultees have added documentation. As a Consultee, the Chairman has also been able to access the comments, 33 are in opposition and none in favour.
Warrington Road residents	Residents have been in contact with Cllrs G Edwards, Fifield and Williams and the situation is currently in abeyance. It is an unusual set of circumstances that needs some common sense to be applied.
Hill Top Road building works	The Chairman has had another word about the builders parking and the situation has improved.
'Little Gem' Certificate	The certificate is now at the Hazel Pear and sits well in what appears to be a good 'village' atmosphere. Cllr Ballantyne-Roberts will follow up on a possible photo and article for the village newsletter. Action Cllr Ballantyne- Roberts
6. Planning Applications	One planning application for retrospective approval for addition of new gates, 12 Milton Rough 19/04475/FUL. Following discussion on the original planning permission that was granted, the placement and height of the gates and the impact on the surrounding area the Parish Council agreed that no comments would be submitted and the Chairman would respond accordingly. Action Chairman
	The Chairman believes there is an imminent planning application for the Chapel on the corner of Chapel Lane. It is believed the application will be for change of use and changes to the internal arrangements. The Clerk will ask for an extension for return of Consultee comments if the application has a close date for comments before the next Parish Council meeting. Action Mrs Robinson
7. Planning Decisions	There has been one planning decision: <ol style="list-style-type: none"> 1. Approval for single storey side and rear extension at 22 Milton Rough 19/04133/LDC
8. Financial Matters	Two cheques for approval:
8.1. Authority for signing cheques	<ol style="list-style-type: none"> 1. Cheque 500062 - £120.00 made payable to HMRC for 4 months income tax for the Clerk. 2. Cheque 500063 – £480.00 4 months net Salary for the Clerk.
8.2. Budget setting and precept request	<p>The Clerk had distributed a draft budget for 2020/21 prior to the Parish Council meeting. The budget was based on previous years expenditure with an uplift of 5% for inflation and included an additional £200 for training. This gave a forecast budget of £2,902.03.</p> <p>Cheshire West and Chester had sent information to show that a precept of £5,045 (as 2019/20) would result in a 0.5% increase for band D residents, a precept of £5,019 would result in no increase.</p> <p>After discussion the Parish Council agreed to add £1,600 into the draft budget for additional expenditure on decoration of the Parish rooms, maintenance & service of the interactive signs and website costs, and also an additional £1,700 for another flashing speeding sign. This gave a revised forecast budget of £6,203.02. The forecast balance for the year ending 2019/20 is £3,779.93.</p> <p>The Parish Council agreed to ask for a precept of £5,019. Action Mrs Robinson</p>

The Parish Council agreed the Parish Clerk could attend an SLCC Internal Audit training session on 29th January at a cost of £75. This cost will come out of 2019/20 budget.

Action Mrs Robinson

9. CW&C Ward Councillors

Final Ward Member budget applications should be in and reviewed by the end of this month. There is a concern amongst the Parish Council that ABCA has under claimed. For example, the car park lights cost £1,600 but less than Acton Bridge portion of the budget was claimed. The Parish Council was advised that costs can't be claimed retrospectively. Cllr Williams to investigate if more grant can be claimed.

Action Cllr Williams

10. Reports from other meetings

No reports from other meetings

11. Correspondence

- Letter received from Steve Pardoe thanking the Parish Council for the generous gifts and card presented to him in December.
- Email received with a link to the Local cycling and walking infrastructure plan
- Brochure advertising fireworks for VE day celebrations
- Liverpool John Lennon Airport LJA Airspace Transition information sheet
- CWaC information on the Cheshire Pension fund
- Co-operative bank brochure on business accounts
- CPR Fieldwork and Countryside Voices winter 2019 publications
- Email on energy saving lighting for Parish Councils from esl

These were made available at the end of the meeting for Cllrs to review.

12. Village Matters

1. Cllr D Hall reported that there are some overgrown hedges on the corner opposite the triangle. There is not a lot of space when cars come through and there have been a couple of near misses. There is a similar problem at 28, 30 and 38 Cliff road. Cllr D Hall will pass the details to Chairman and the Clerk will write to the residents.

Action Cllr D Hall /Mrs Robinson

13. AOB

1. Nicola Devey, the PCSO has issued some new date for meetings, the next is January 18th. Other dates in Feb (22nd) and March (21st). The Parish Council agreed the posts from the PCSOs Facebook page could be re-posted on the Acton Bridge Facebook page.
2. Cllr Ballantyne-Roberts raised the potential issue with the Joint Cemetery Committee if Cllr Bayley leaves the Parish Council as mentioned last meeting. The revised Joint Cemetery Constitution requires two members from Acton Bridge Parish Council, with at least one attending every JCC meeting. These are held bi-monthly. A replacement committee member will need to be identified if and when Cllr Bayley leaves.

Action Cllr Ballantyne-Roberts

14. Date of Next Meeting

Monday 3rd February 2020, 19:30

The discussion closed at 20.35

Signed (Chairman)

Date.....