

Acton Bridge Parish Council Meeting minutes

Date & time	7 th September at 19:30	Location	Video conference
Attendees	R Holt (Chairman), T Brocklebank, C Ballantyne-Roberts, R Forbes, D Hall, D Edwards, Cllr C Fifield CW&C, Cllr G Edwards CW&C, Mrs C Robinson (Clerk to the Parish Council)		
Apologies	Cllr P Williams CW&C		
Absent			
Minutes written by	Mrs C Robinson (Clerk)		

The discussion commenced at 19:40

Note – This meeting has been held using Zoom conferencing facilities. The structure of this meeting has been agreed by all Parish Council Members. The Agenda for the meeting has been circulated to all Members and has been published on the Parish Council web site, members of the public were invited to join by contacting the Clerk for meeting invite details.

Agenda Item	Notes & Actions
1. Additional resignation – Cllr D Edwards	Due to work commitments Cllr D Edwards has resigned from the Parish Council and this will be his last meeting. Having sought confirmation from ChALC the Clerk confirmed that the vacancy process will need to be followed in full again, for the new vacancy.
2. Apologies	Apologies for Absence – as noted above
3. Declarations of interest	Cllrs Brocklebank and G Edwards have been exploring possible opportunities for using the Maypole as a community asset. No other pecuniary interests were expressed.
4. Public Open Forum	There were no members of the public present.
5. Appointment of Chairman and Vice Chairman	Cllr Ballantyne-Roberts proposed and Cllr Forbes seconded Cllr Holt for the role of Chairman and Cllr Hall proposed and Cllr Fifield seconded Cllr Brocklebank for the role of Chairman. The vote was tied as Cllr Edwards couldn't vote due to technical problems. Due to the pandemic, this year's Annual meeting and voting for Chair and vice Chair has not been necessary, so the vote could be delayed until either Cllr Holt resigns, or the next Annual Meeting due in May 2021. The discussion was deferred until the next meeting.
6. Minutes of PCMT meeting held on 6th July 2020	The minutes of the PCMT meeting held on 6 th July 2020 were accepted as a true and correct record. The minutes will be signed by the Chairman and returned to the Clerk at the first opportunity.
7. Annual Meeting held 6th July 2020	No actions need addressing.
8. Matters arising: a review of July minutes	
Flooding – Station Road	Nothing further to report. Drains are still blocked and grids overflow whenever there is heavy rain. Cllr G Edwards will follow up again. Action Cllr G Edwards
Bank Account signatories	No update from Clerk, she will need confirmation of signatories going forward and then sample signatures, which is difficult in current climate. Action Mrs Robinson

Wildflowers	Provision for wildflowers is still ongoing, although slower than anticipated as the strategy has been outsourced. Action Cllrs G Edwards/Williams
Remembrance Plaques	They are in the room and nearing completion. There is an additional plaque, a new one, to be manufactured by a local company cost £120 that the Parish Council unanimously agreed to fund. Lots of work has been completed by local companies at no charge and letters of thanks have been sent.
Warrington Road residents	Cllr G Edwards has been chasing up, a new person is taking over, hopefully no further tickets will be issued in the foreseeable future. Action Cllr G Edwards
Ward Member budget applications	ABCA have applied for funding for the costs for the tongue and groove timber on the gable end of the Parish rooms that needs replacing.
Station Road Nursery	The application has been withdrawn with no comments on why it has been withdrawn. There was a lot of required information in support of the application that was still outstanding.
Removal of hedge	Nothing further heard from Planning enforcement about the removal of the hedge adjoining Acton Hall Farm.
Neighbourhood plan	Any further discussion on Neighbourhood plans are on hold until the Parish Council can get consultation with the Council Planning Officers. C/F
Pandemic Contingency Plan Policy	ABCA have carried out a lot of work to get the Parish Rooms back up and running and face to face meetings will be possible in the near future. However, there is a lot of cleaning etc involved, and masks will have to be worn. Cllr Ballantyne- Roberts attended a Joint Cemetery Committee meeting 2 weeks ago and reported that it is difficult to hear what is going on with social distancing and masks. In addition some of the Parish Council and CWAC Cllrs need to consider shielding where ever possible, the Parish Council therefore agreed to continue to meet on Zoom for the short term.
Speed data	The data is being circulated more regularly now, including to Highways and the police. Cllr Holt has contacted TWM to revalidate their earlier quote for the extra speed sign for Acton Hill. They are standing by the quote of £1850 +VAT, it is 8 weeks delivery due to backlogs caused by the pandemic. They are still offering free installation and free components. They are going to get someone out in the next 2 weeks to look at and enhance the speed signs in Station Road and Milton Rough. Cllr Holt commented that the data is pretty scary at times, both the speed and volume of traffic. The Parish Council discussed ways to look at traffic calming measures. Cllr Holt to give the Clerk contact details for people in CW&C Highways to see if they are amenable for a (virtual) meeting with a sub-group of Parish Councillors. Action Mrs Robinson
Maypole Inn	The agent has issued a small advert for a Community Facility that is on the Acton Bridge Parish Council Website and referred to on the Acton Bridge Facebook page and the Village newsletter. Closing date 1 st November, but the price could be an issue. There are conversations ongoing about whether it could be a sustainable long-term Community Asset. The site needs redeveloping as soon as possible.
Year End Audit	The public access notice posted 3rd August – 11th September 2020 , by application to the Clerk, there have been no requests to date.
House fire Old Lane	The residents seem to be OK and have been accommodated.

Pedestrian Crossings	No further update, this is currently in limbo. There may be some action due to the transport, walking and cycling strategy, which may lead to some improved infrastructure. Possible Council meeting in October, when Cllr Fifield will follow up on a motion raised by himself and Cllr G Edwards in July 2019. Action Cllr Fifield
Pension Regulator letter	The Clerk has attended to, in time for September deadline.
CW&C survey	Cllr Brocklebank completed the survey on actions taken to support residents due to pandemic.
Grass verges on Station road	Station road grass verge has been cut.
9. Planning Applications	<ul style="list-style-type: none"> • 20/02894/FUL- 6 Orchard Avenue, Acton Bridge, Northwich Cheshire CW8 3QT. <i>Consultee comments by 28th September.</i> Complies with regulations on size of single storey extensions, change at front is re-adjusting existing porch. THE EXTENSION COULD BREACH THE 45Degree RULE. Cllr Holt has spoken to one neighbour. No further comments from the Parish Council. • 20/02813/FUL - 49 Cliff Road, Acton Bridge, Northwich CW8 3QY. <i>Consultee comments by 22nd September</i> Application is for a hobbies room, size is acceptable. No comments from the Parish Council. • 20/02699/FUL – Syringa, Chapel Lane, Acton Bridge, Northwich Cheshire CW8 3QS. <i>Consultee comments by 28th September.</i> Erection of one dwelling. There have already been a couple of applications for re-development, including moving the existing approved property, which has made room for an additional building. It is not a small infill as per the application. Standard practice for the Parish Council would be to object to this type of new development. The Parish Council agreed to object. Cllr Holt will draft letter. Action Cllr Holt
10. Planning Decisions	<p><i>Note:</i> applicants have 6 months to appeal decisions.</p> <p>20/01365/FUL - 2 Station Road shows as pending – but is showing as approved on the document on the application. Quite a bit of extra work was done to satisfy CW&C to approve.</p> <p>20/01694/FUL – Treefield Cottage resubmission refused 8th July 2020</p>
11. Parish Council Vacancy	<p>Three applications have been received for the casual vacancy.</p> <p>Applicants have to live within 3 miles of the village to qualify.</p> <p>After a discussion based on the applications received, the Parish Council voted by a clear majority to Co-opt David Charlton onto the Parish Council.</p> <p>In future the Parish Council will consider inviting applicants to the Parish Council meeting to give them a few minutes to speak in front of the Parish Council.</p> <p>The Clerk will issue the relevant paperwork and send the outcome of the vote to all applicants. Action Mrs Robinson</p>
12. Joint Cemetery Committee Members	According to the JCC Constitution Acton Bridge PC should have 2 members, one always being required to have a quorum. It is unfair to expect Cllr Ballantyne-Roberts to attend all meetings. Cllr Brocklebank volunteered to fill the vacancy left on the Joint Cemetery Committee by the resignation of Councillor Bayley.

13. Financial Matters

a) Authority for signing cheques

There is 1 cheque that was approved for signature:

- ChALC subscription fee £186.48

In addition, the Clerk has paid a Zoom monthly subscription £11.99 + Vat = £14.39 to be C/F pending decision on how long to continue on Zoom. The Joint Cemetery Committee have also agreed to share the cost of the first month – but are now meeting in person. The Memorial plaque payment for £120 will be passed to the Clerk for payment, when it is received.

b) Bank Balances

Total Balances as at 12th August 2020

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		8115
National Savings A/c		913
		<hr/> <hr/> 9,028

Summary

Total Balance B/Fwd @ 01/04/2020 (Excl. JCC)	4,893
Plus total receipts	5,019
Less total payments	884
Total Balance C/fwd to 13/08/20	<hr/> <hr/> 9,028

14. CW&C Ward Councillors

Cllr G Edwards gave an update:

- Cllr G Edwards is working with Cllr Brocklebank on feasibility of the Maypole to be used as a Community asset. More specifically as a community hub such as a mobile medical facility, mobile opticians, support groups, farm shop etc. with a specific purpose separate to the Parish rooms and Hazel Pear Pub.
- CW&C is still chugging along quietly
- Cllr G Edwards personal circumstances have taken a turn for the worse in the last couple of weeks and she has been a bit distracted. But she is trying to focus on Council work and she will do what she can, she wants people to still contact if necessary.

Cllr Fifield gave an update:

- Cllr Fifield has sent a note out about a Govt consultation on pavement parking. It can cause issues for pedestrians, but also could cause traffic issues. The Govt seem to want to put the onus on local councils to decide the best course of action for individual areas.
- There is a Community champions scheme to get contact details of groups who have helped out during lockdown, so that should it happen again – the contact details will be available.
- Save Sandiway Surgery campaign – there is communication from Cuddington and Sandiway Parish Council under correspondence. Sandiway Surgery closure will impact other local surgeries such as Weaverham. Other Parish Council support will be invaluable to ensure other local services are not negatively impacted. Clerk to contact Cuddington PC to confirm support from Acton Bridge Parish Council.

15. Reports from other Meetings

Cllr Ballantyne Roberts has been to the Joint Cemetery Committee meeting. The JCC have agreed to apply for planning application for a 9 Bay green space car park on the new land recently purchased. The Consecration is going ahead on 23rd September. Whilst numbers will be limited Acton Bridge Parish Councillors are invited to go. The JCC have decided to advertise for a Grounds person for 5 hours a week to make the cemetery look smarter,

on top of the monthly Cemetery maintenance contract fulfilled by Mid Cheshire Maintenance. The role will be advertised on the Acton Bridge Parish Council website.

Cllr Holt reported on the friends of Acton Station, L&WR who have held a Zoom meeting to talk about new timetables. This is not a Parish Council committee, but it is important to Acton Bridge.

16. Correspondence

- Impact of proposed Closure of Sandiway Surgery - Cuddington Parish Council have requested Acton Bridge PC advertise the link for residents on the Parish Council Website, the Parish Council agreed (Cllr Brocklebank abstained).
- Walk, Drive and Thrive from Hartford Parish Council – it is not clear what support they are asking for. Acton Bridge is also not a direct neighbour of Hartford, so not sure how Acton Bridge Parish Council could link in. Clerk will go back and say the Parish Council support the concept – but would like more detail on specific initiatives. **Action Mrs Robinson**
- West Midlands Trains Important Stakeholder Update and #RailToRecoveryCampaign – are the Parish Council stakeholders, or is this more for individual residents/friends of Acton station? Copy of the email to be sent to the local resident who attended L&WR zoom meeting. **Action Cllr Holt/Mrs Robinson**

17. Village Matters

Cllr Holt asked if it could be raised with Streetscene, the issue is of the playing field on Chapel Lane/Orchard avenue. In particular the impact of the large Oak tree and unkempt hedge on the adjoining property that take daylight and sunshine from their garden. Cllr G Edwards will follow up on the job raised that keeps saying 5 days. Job ref: SS230801807. **Action Cllr G Edwards**

Cllr Ballantyne-Roberts – sent pictures to the Clerk of the weeds outside the Maypole encroaching on the pavement. The Clerk hasn't had a satisfactory response from Streetscene and has raised again. Copy Cllr Fifield (CW&C if necessary). **Action Mrs Robinson**

Cllr Forbes advised the carriageway outside the Hazel Pear pub has been repaired and flattened where the road falls away.

18. AOB

Cllr Brocklebank thanked David Edwards for his contribution as a Parish Councillor on behalf of the Parish Council.

19. Date of Next Meeting

The next meeting will be held via Zoom on Monday 5th October at 19:30.

The discussion closed at 21:15

Signed (Chairman)

Date.....