

Acton Bridge Parish Council Meeting minutes

Date & time	5 th October 2020 at 19:30	Location	Video conference
Attendees	R Holt (Chairman), T Brocklebank, C Ballantyne-Roberts, R Forbes, D Hall, D Charlton, Cllr C Fifield CW&C, Cllr P Williams CW&C, Mrs C Robinson (Clerk to the Parish Council)		
Apologies	Cllr G Edwards CW&C		
Absent			
Minutes written by	Mrs C Robinson (Clerk)		

The discussion commenced at 19:35

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. Welcome to new Councillor	Chairman Holt welcomed David Charlton to Acton Bridge Parish Council.
2. Apologies	Apologies for Absence – as noted above
3. Declarations of interest	No pecuniary interests were expressed.
4. Public Open Forum	There was one member of the public present, he had no specific topics to address, he just wanted to observe.
5. Minutes of the meeting held on 7th September 2020	Following amendments for timings of the meeting (start time 19:30 not 19:00) the minutes of the meeting held on 7 th September 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.
6. Matters arising: a review of September	
Resignation of Parish Councillor D Edwards	The Notice of Vacancy has been posted on the Website and Parish noticeboard on 18 th September. The public have until 8 th October for a vote to be called. If not, the Clerk will post a vacancy for co-option.
Appointment of Chairman and Vice Chairman	No vote is required until either the Chairman/vice Chairman resign, or the Annual Meeting May 2021. The Chairman and Vice Chairman confirmed they are happy to stay on as Chairman and Vice Chairman in the short term.
Flooding – Station Road	Still outstanding. Cllr G Edwards to follow up when possible. Action Cllr G Edwards
Bank Account signatories	No update from Clerk. Action Mrs Robinson

Wildflowers	Decisions about wildflower seeding of verges has been postponed for the time being, due to concerns raised over untidiness and cost. Acton Bridge had previously been suggested for a pilot scheme – Cllr Fifield has raised again. Action Cllrs G Edwards/Williams
Remembrance Plaques	The old plaques from the old chapel have been mounted and the work is nearly complete. The new plaque, which tells the story of the plaques and where they came from, lists all the known fallen men from both World Wars, is also installed. Minor work to hide the screws is left to be done (free of charge from a local firm). The former vicar of the Chapel is coming on Nov 11 th at 3.pm. to rededicate the plaques in front of a small gathering. Post meeting note. The ceremony will now be at 4-00pm.
Warrington Road residents	The situation is currently in stalemate, there seems to be no easy resolution. Action Cllr G Edwards/Williams
Ward Member budget applications	ABCA have gratefully received the contribution towards 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. But some recent activity and incidents have given local residents cause for concern, and the police and fire service had both been called. The owner had wrongly assumed it was immediate neighbours, he visited them and insisted he is just maintaining the site.
Neighbourhood plan	After a short discussion on Policy changes, infill sites, green belt and affordable housing, the Parish Council decided further discussion on Neighbourhood plans should stay on hold until the Parish Council can get consultation with the Council Planning Officers. C/F
Speed data	The latest downloads, worked first time, for the first time. Highways are negative about possible traffic calming measures. No costings for a chicane etc have been made available, but it is assumed it would be outside Parish Council funds. The Parish Council are still keen to follow up and see what pressure can be put on Highways. From the latest data, there were 16 vehicles over 70 mph, the highest 82mph. Highways have not responded to the Clerk. There is a new PCSO taking over from Nichola Devey, no-one has been recently with a speed gun. A face to face meeting with Highways will be pushed for. Action Cllr Holt
Maypole Inn	No change since last meeting.
Year End Audit	The public access notice posted 3rd August – 11th September 2020 , there were no requests.
Pedestrian Crossings	The first full Council meeting will be held in a fortnight's time Cllr Fifield will follow up on a motion raised by himself and Cllr G Edwards in July 2019 with the Cabinet Minister that will be there. Action Cllr Fifield
Planning Applications 20/01924/FUL Land at Warrington Road	A new request was received after the last meeting that required Consultee comments from the Parish Council before this meeting: 20/01924/FUL Land at Warrington Road, a letter was written and circulated.
Parish Council Co-option Applicants	The Parish Council agreed they would like to invite future applicants to speak for 2 minutes informally about their application for future casual vacancies. The Clerk will circulate draft wording for the next vacancy. Action Mrs Robinson
Walk Drive and Thrive	The Clerk responded to the Hartford PC as per the last meeting, nothing further received.

**Large Oak tree
Chapel/lane Orchard
Avenue**

Ongoing – no update yet.

Action Cllr Edwards

**Weeds outside the
Maypole**

Clerk reported the issue with photos (again), the update on the incident from 29th September says ‘work scheduled to resolve the issue’. Cllr Ballantyne-Roberts had also reported and had a call to say that it had been inspected but there were no immediate safety issues. Cllr Ballantyne-Roberts disputed this response. Details passed to Cllr Fifield to follow up.

Action Cllr Fifield

**7. Planning
Applications**

- 20/03297/FUL – 9 Hilltop Road, Acton Bridge, Northwich Cheshire CW8 3RA. *Comments by 20th October.*

Amendment to pitch of roof, 45 degree rule satisfied. Parish Council has no comments.

Action Mrs Robinson

- 20/03223/FUL – 27 Chapel Lane, Acton Bridge, Northwich CW8 3QS. *Comments by 14th October.*

Small porch – is within guidelines – Parish Council has no comments.

Action Mrs Robinson

- 20/03064/FUL- Milton Heys, Sandfield Lane, Acton Bridge, Northwich Cheshire CW8 2RH *Comments by 14th October.*

Previous application to replace conservatory with a permanent structure was refused. Concerns raised that if it is approved, additional extensions, such as another conservatory could fall within permitted development rights. Letter to be drafted and circulated.

Action Cllr Holt/Mrs Robinson

**8. Planning
Decisions**

Whilst no planning decisions have been received in the last month, Cllr Holt had noticed that decision outcomes have been posted by the planning officers within the applications:

20/01365/FUL - 2 Station Road – Approved (shows as decision pending)

20/00796/FUL - 25 Chapel Lane – Approved (shows as decision pending)

9. Financial Matters

**a) Authority for
signing cheques**

There were 3 cheques that were approved for signature:

- £120 for Cllr Holt for new remembrance plaque
- C Robinson – 3 Months’ salary £360 plus Zoom monthly subscription £11.99 + Vat = £14.39. JCC will split the cost for July. Expenses payable (Zoom) to Clerk for July, August & September £35.98. Total £395.98.
- HMRC for Clerks income tax £90

b) Bank Balances

Total Balances as at 12th September 2020

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		7,929
National Savings A/c		913
		<u>8,842</u>

Summary

Total Balance B/Fwd @ 13/08/2020 (Excl. JCC)	9,028.05
Plus total receipts	0.00
Less total payments	186
Total Balance C/fwd to 13/09/20	8,842.45

The new speed sign for Acton Lane, has been confirmed by TWM and is in progress.

10. CW&C Ward Councillors

Cllr Fifield gave an update:

- Cllr Fifield again mentioned the consultation on pavement parking, the deadline is the end of November. The Parish Council should consider whether to respond. Emergency vehicles may be impeded if cars are parked fully on the road. Obstructions can be reported to the police to remove. Some pavements in Cliff Road are unsuitable for disabled users in particular. The Borough Council can insist on hedges being cut and can cut and recharge. Cuddington PC have a good letter they send to residents when hedges need trimming. Clerk will speak to Cuddington PC Clerk to get a copy. **Action Mrs Robinson**
- The first full Council meeting since February is being held in a fortnight's time.

11. Reports from other Meetings

There has not been a Joint Cemetery Meeting since the last Parish Council meeting, but Cllr Ballantyne Roberts attended the Consecration of the Cemetery extension, with the Bishop of Birkenhead presiding, along with about 12 Parish Council attendees all socially distanced.

12. Correspondence

- Notification from CW&C that Acton Bridge PC will benefit from approx. £208 from 2 Community infrastructure levies (CILs) raised. Money has to be used for Parish Council improvements within the village.
- MHCLG / NALC Right to Contest Snapshot Online Survey for Completion By 9/10. It is about getting disused land back into use – if owned by the Local Authority. There may be one site in the village. **Cllr Holt**
- Request from CWAC to display COVID-19 App information. The Parish Council agreed it could be displayed on the PC website, also on the Community Notice Board. **Action Cllr Holt/Mrs Robinson**
- Request from Hartford PC contact to display Citizens Advice Bureau poster as they are closed at the minute. The Parish Council agreed it could be displayed on the PC website, also on the Community Notice Board. **Action Cllr Holt/Mrs Robinson**
- The Clerk has received an email fishing for business saying Acton Bridge Parish Council website is not compliant – they have pointed out some 'errors' on the ABPC website. Clerk has looked into (as much as she has the knowledge to) and there are still some pages that need reviewing e.g. 'Links' has 'Here we will include links to other relevant organisations and pages, e.g. Acton Bridge Community Association, WI, CWAC, etc.' Currently there is only a link to Action Fraud. There is a new village website being built for WI, ABCA etc, the Parish Council website can link to that one, when it is built. The Clerk also needs to look at sending historical minutes to archive. This is following an investigation due an offer from a resident to migrate minutes from the old website. **Action Mrs Robinson**
- Thankyou card received from ex Cllr Bayley for the leaving gift.
- New Community centre - PCSO surgeries used to be held in the Parish rooms. Clarification required as to whether these will continue at some point.

Action Cllr Holt

13. Village Matters Cllr Forbes advised the Station Road Nursery owner had advised the immediate neighbours he would be resubmitting the planning application for park homes.

14. AOB None raised.

15. Date of Next Meeting The next meeting will be held via Zoom on Monday 2nd November at 19:30.

The discussion closed at 20:50

Signed (Chairman)

Date.....