

Acton Bridge Parish Council Meeting minutes

Date & time	7 th December 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, Mrs C Robinson (Clerk to the Parish Council)		
Apologies	Cllr G Edwards CW&C, Cllr P Williams CW&C		
Absent			
Minutes written by	Mrs C Robinson (Clerk)		

The discussion commenced at 19:33

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. Apologies	Apologies for Absence – as noted above
2. Declarations of interest	No pecuniary interests were expressed. Cllr Brocklebank announced he has just become the Chair of Marketing Cheshire (previously the Tourist Board).
3. Public Open Forum	There were no members of the public present.
4. Minutes of the meeting held on 2nd November 2020	Cllr Fifield highlighted that the item under section 5 Wildflowers the question was raised by CWAC Cllr Mike Baynham and the item under Pedestrian Crossings will be raised at full Council on Thursday. With these amendments the minutes of the meeting held on 2 nd November 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.
5. Matters arising: a review of November	
Flooding – Station Road	Cllr Forbes gave an update on the flooding on Station road: CWAC came out about 10 days ago with a works order to unblock the drains. Whilst they seemed confident they could sort it out, the subsequent rainfall has proved that the drains are still blocked. Cllr Forbes offered to re-log the problem, but it was decided to update Cllr Edwards as she seems to have got the momentum to get them out this time. Action Cllr G Edwards
Bank Account signatories	The Clerk has received correspondence from NS&I, but it is just a blank form with no explanation. The Clerk will complete and get NS&I signatories to sign, the Parish Council are not 100% sure who the signatories are, but believe Cllr Hall is one. Action Mrs Robinson
Wildflowers	CWAC Cllr Mike Baynham did ask a question for an update on the Wildflower strategy and he was told it was ongoing. His supplementary question was then about why one of the CWAC officers was not aware of the Council motion at a presentation on wildflower and grassland strategy, to which he received an apology. Action Cllrs G Edwards/Fifield

Remembrance Plaques	The rededication is still to happen and some relatives of those named are hoping to travel to attend the service to be given by Reverend Timms.
Warrington Road residents Ward Member budget applications	There is no further update as far as Cllr Fifield is aware. Action Cllr G Edwards/Williams ABCA are still waiting for more quotes for repairs to the tongue and groove timber on the gable end of the Parish rooms that needs replacing. Work at the parish rooms has been busy with a new boiler and the installation of the Christmas tree. The Parish Council will contribute once the quotes have been received and reviewed by ABCA.
Station Road Nursery	All quiet, the site is cleared but no-one has been on the site recently.
Neighbourhood plan	The Neighbourhood plan is on hold until the Parish Council can get consultation with the Council Planning Officers. C/F
Speed data	Cllr G Edwards has contacted Highways to fix a date for a meeting using Microsoft Teams, possibly the 17 th with Cllrs Forbes, Ballantyne-Roberts, Fifield and Holt. Action Cllr G Edwards The PCSO, Bradley Siddall, is no longer in role and a new PCSO, Michelle Gillet has been in contact, but is yet to respond to Cllr Holt's email about the use of the speed gun in the village. She has been sent the speed data, along with Highways.
Maypole Inn	New plans have been provided by the applicant showing the rear extension reduced to single storey, possibly after liaison with the Planning dept. Cllr G Edwards is still looking at options for a Community asses/facility, such as a log cabin (shop) – such as Norley Parish is considering. Action Cllr G Edwards
Pedestrian Crossings	Cllr Fifield will be asking about pedestrian crossings at the December full Council meeting. Action Cllr C Fifield
Cuddington PC hedges letter	The Clerk has circulated the copy of the Cuddington PC letter.
COVID 19 app details Citizens advice poster	The Clerk has located, slightly amended the dates and posted on the Website.
Website updating and historical minute filing	The filing of historical minutes is still outstanding, but the Clerk has hard copies from the last few years that can be referred to if necessary, older ones are in Cheshire archives. Action Mrs Robinson
Weaverham & Acton Bridge Community Trust	The Acton Bridge WI have been successful in applying for a grant for £70 from the Trust which they have used towards the cost of Christmas Cards that have recently been sent out with a nice message.
Joint Cemetery Committee Clerk report	The JCC Clerk report for the meeting to be held on 8 th December has been circulated to the Parish Council to review. JCC meetings are held every 2 months.
Old lane house fire repairs	Cllr Holt had a meeting with the Contractors who are dealing with the repairs about parking their cars on the Parish Rooms Car park. They are going to be allowed to use 3 car parking spaces near the tennis courts as well as be able to store roof joists on the Council land adjacent to the property.
Warrington road drains	Cllr Charlton has completed the online form and had received a call the next day from CWAC, to be told that it was a known issue but that they didn't have the right equipment

when they visited, they couldn't confirm a new date. United Utilities have also confirmed it is definitely a Highway issue. Cllr Fifield will follow up. **Action Cllr Fifield**

6. Planning Applications

One new application - 20/04191/FUL – 23 Chapel Lane, Acton Bridge, Northwich CW8 3QS - Single storey front extension, first floor rear extension, single storey rear extension. Close date for comments 15/12/20 (email circulated to the PC 24/11). This is a significant 2 storey rear extension, similar to the recent application for 52 Cliff road, which was subsequently modified. With another small extension it may exceed permitted development, but the scale is not shown. Cllr Holt will draft a letter similar to the one sent in for 52 Cliff road for the Parish Council to review. **Action Cllr Holt**

7. Planning Decisions

The Clerk had circulated a summary beforehand of late decision notifications that had been received from CWAC in the last month for:

20/01365/FUL – 2 Station Road – Demolition of existing garage and erection of 2 storey extension (noted as Approved at October Parish Council meeting)

20/00796/FUL – 25 Chapel Lane Construction of a menage and stable block, installation of fencing and formation of concrete over driveway (Revised Description) (noted as Approved at October Parish Council meeting)

19/03689/FUL - Acton Bridge Garden Centre Station Road - Change of Use from redundant nursery and garden centre to park homes site for over 50s (noted as Withdrawn at October Parish Council meeting)

20/03297/FUL – 9 Hilltop Road, Acton Bridge - Two storey rear extension to include Juliet balcony to first floor and 2 velux roof windows, and demolition of existing single storey extension - amendment to previous application (noted as Approved at November Parish Council meeting)

20/03223/FUL – 27 Chapel Lane - Single storey front extension (noted as Approved at November Parish Council meeting)

In addition, received today (7th December):

20/01741/S73 Syringa Chapel Lane Variation of Condition 2 and removal of condition 5 of 19/00944/FUL – Approved

Updates on the planning portal, but not yet notified to the Parish Council:

20/03064/FUL - Milton Heyes - Demolition of existing conservatory; Erection of a single storey rear extension - Approved

20/02813/FUL - 49 Cliff Road Extension to garage and raise the roof eaves by 800mm to allow a usable room above the garage - Approved

20/02699/FUL - Syringa – Erection of one dwelling with dedicated access and associated parking - Withdrawn

20/02894/FUL - 6 Orchard Avenue – Demolition of existing front, rear extension and garage. Erection of single storey front extension, single storey rear extension and detached garage - Approved

Cllr Fifield raised application 20/039990 - application for the retention of temporary haul road and emergency embankment and stabilisation measures. As it is north of the viaduct, it was agreed it is in Dutton Parish not in Acton Bridge despite the address on the application. Cllr Fifield will make sure Dutton PC are aware. **Action Cllr Fifield**

8. Parish Council Vacancy

No applications have been received for the vacancy. The Parish Council agreed to re-advertise the notice with a view to review any applications at the February 2021 Parish Council meeting. **Action Mrs Robinson**

9. Financial Matters

a. Authority for signing cheques

The Parish Council approved one cheque for signature – TWM Traffic Control Systems
£1,850.00 + Vat = £2,220.00

b. Bank Balances

Total Balances as at 12th November 2020

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		7,616.40
National Savings A/c		913.05
Unpresented chqs as at 12/11	120.00	
		<u>8,409.45</u>
Summary		
Total Balance B/Fwd @ 13/10/2020		8,401.45
Plus total receipts (Diff in CIL payment)		8.00
Less total payments		0.00
Total Balance C/fwd to 13/11/20		<u>8,409.45</u>

Note: Cheshire West and Chester payment for CIL £208.46 not £200.46 as per November report.

Parish Council need to give thought to 2021/2022 Precept at the next meeting, this could be informed by the meeting with Highways over potential traffic calming measures.

10. CW&C Ward Councillors

Cllr Fifield gave an update that there is a full Council meeting on Thursday (10th January), there might be a possibility of getting a steer on the financial position for 2021/2022, particularly in terms of a possible Council Tax rise. There is a cross party motion going to Council to freeze bus lane and parking costs and in a bid to help the December shopping period to boost town centres. There are various other motions, including trail hunting, on the agenda for discussion.

11. Reports from other Meetings

No other meetings have been attended in the last month. The Clerk has circulated the Joint Cemetery Committee Clerks report for the meeting scheduled for 8th December, as per the November Parish Council meeting action, Cllrs Brocklebank and Ballantyne-Roberts will be attending.

12. Correspondence

The Clerk and Cllr Holt had circulated various emails in the last month:

- Weaver & Cuddington Beat community funding – email circulated by Cllr Holt.
- Local Community Champions event (Rotary Club) – Email circulated 11/11 re funding opportunities in these difficult times. The Parish Council agreed that it could be posted on the website as it has very local presence.

Action Mrs Robinson

- Email on Avian flu – email circulated 24/11 – The Parish Council agreed the information would be useful for local chicken owners and should be posted on the website.

Action Mrs Robinson

- A request for a reference for TWM – Cllr Holt completed and distributed to the Parish Council.

The Clerk has a copy of the Countryside Voices magazine and she can distribute if required.

Cllr Holt has a circular from Elan City, one of the companies that quoted for the Acton Bridge speed signs. He can circulate if required.

Cllr Holt has a circular from Scottish Power on what to do if there is a Power cut, Cllr Holt will post on the local community notice board and he will send to the Clerk to post on the website.

Action Cllr Holt/Mrs Robinson

13. Village Matters

1. Cllr Forbes raised that there had been an email circulated by Cllr Holt re the Police Commissioners £1k Community Safety Fund which Acton Bridge could retrospectively apply for again, for the Acton Lane speed sign. It was agreed by the Parish Council that it should be investigated. **Action Cllr Holt**
2. Cllr Forbes informed the Parish Council that there would be 2 days coppicing days at Hazel Pear woods, 17th December and a date in January TBC.
3. Cllr Charlton informed the Parish Council that the Acton Lane speeding sign was not working Thursday last week. TWM are going to send an engineer to look at the Station road sign, TWM thought there may be a problem with not enough light getting to the solar batteries. Cllr Holt will let them know about the recent problem with the Acton Lane speeding sign. **Action Cllr Holt**
4. Cllr Hall mentioned that the village Christmas lights switch on went down very well in the village.
5. The PCSO had contacted Cllr Holt about an alarmed resident, who has a view of the station, with inform about a number of 'train spotters' urinating and defecating at the railway station car park and station. There are no toilets at the station. The PCSO had contacted Cllr Holt to discuss possible actions, such as involving the Railway Police to try and correct the problem. Cllr Holt has spoken to the resident and also contacted London Northwestern Rail.
6. Another issue raised with Cllr Holt was the carving up of grass verges, particularly the verge on the corner of Orchard Avenue and Chapel Lane. There are a large number of vehicles outside one house in particular that seem to have caused the problem, despite having a large drive. Cllr Fifield will report to CWAC to see if they can re-instate the verge. **Action Cllr Fifield**
The hedge is also overgrown, leading to people also walking on the grass verge making it even worse. It might be of benefit for a 'hedgerow' letter to be sent to the occupants of no.5 Chapel Lane. **Action Mrs Robinson**
7. Recently there have been a couple of low-loaders being regularly parked, sometimes on the pavement, round the corner from Pear Tree Lane. They seem to be connected to Pear Tree Farm, where vehicles seemed to be being stored and there are constantly vehicles being moved on low-loaders. Cllr Fifield will take photos and will talk to Planning Enforcement about looking at the situation. **Action Cllr Fifield**
8. Cllr Holt reported on the pavement from the railway station to Milton Rough, Station Hill, there is a fence that is rickety and falling down. Cllr Holt thinks it is owned by the Council. Cllr Holt will send details to the Clerk who will send a request to get the fence repaired. **Action Mrs Robinson**

14. AOB

Cllr Holt commented it has been a funny old year and thanked everyone for their contributions in the difficult year in keeping the Parish Council operating. He wished everyone the best for the New Year.

15. Date of Next Meeting

The next meeting will be held via Zoom on Monday 4th January 2021 at 19:30.

The discussion closed at 20:47

Signed (Chairman)

Date.....