

Acton Bridge Parish Council Meeting minutes

Date & time 4th January 2021 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 G Edwards CW&C, Mrs C Robinson (Clerk to the Parish Council)

Apologies

Absent Cllr P Williams CW&C

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.
3. Public Open Forum	There were no members of the public present.
4. Minutes of the meeting held on 7th December 2020	Cllr Ballantyne-Roberts had spotted two corrections: Both from Matters Arising : ‘and no’ removed from Bank Account signatories and ‘to’ removed COVID-19 App. With these amendments the minutes of the meeting held on 7 th December 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 sent Cllr G Edwards a note asking her to pick this item up again following the last Parish Council meeting. Action Cllr G Edwards
Bank Account signatories	The form has been completed and sent to NS&I along with a covering letter asking for confirmation of signatories and information on how to close account. The Clerk is awaiting a response from NS&I. Action Mrs Robinson
Wildflowers	This is ongoing within a CWAC strategy and can be removed from Matters Arising.
Remembrance Plaques	The re-dedication is on hold and likely to be delayed for a while given the current COVID-19 situation.
Warrington Road residents	Further to the car parking problems for residents of Warrington Road, Cllr Charlton has checked one of the current applications (next to No.1) which is still pending a decision and it looks like car parking is a consideration. Action Cllr G Edwards/Williams
Warrington road drains	Cllr Fifield has chased Highways twice and is still awaiting a response, Highways have put out flood warning signs over the Christmas period. Action Cllr Fifield

Ward Member budget applications	The Parish Council will contribute 50% to the gable end remedial works, once the quotes have been received and reviewed by ABCA (to be noted for the precept discussion).	
Station Road Nursery	Following an email from a concerned resident, Cllr Forbes took a look at the site and noted a small amount of tarmac repair appears to have been done, but there is hardly any difference.	
Neighbourhood plan	The Neighbourhood plan is on hold until the Parish Council can get consultation with the Council Planning Officers. C/F	
Speed data	The meeting with Highways has yet to take place, Cllr G Edwards is re-arranging. December's speed data has been distributed to Highways, and also circulated to the Parish Council. Michelle Gillet, PCSO, has used the speed gun and posted some results for Station Road, the Weaverham end. Cllr Forbes will contact her to suggest where she might get better results.	Action Cllr G Edwards Action Cllr Forbes
Maypole Inn	The new plans have been approved for the main building. Cllr G Edwards is still looking at options for a Community hub and will be meeting with Fiona Dunning (Localites) at the end of January.	Action Cllr G Edwards
Pedestrian Crossings	Cllr Fifield raised at the December full Council meeting, to which he got a non-committal response, and they referenced the Climate Emergency plan. Having reviewed it, Cllr Fifield feels a suggested amendment to this, from the Parish Council would be helpful. The consultation deadline for the Climate Emergency plan is the 6 th January 2021. The Parish Council agreed to send an email suggesting the amendment.	Action Mrs Robinson
Website updating and historical minute filing	No further update since the last Parish Council meeting. C/F	Action Mrs Robinson
20/039990 - application for the retention of temporary haul road Parish Council Vacancy	Cllr Fifield has gone back to CWAC Planning, copying in Dutton Parish Council to point out that this application is one for Dutton Parish Council and it is not in Acton Bridge. The vacancy notice was re-posted on the 21 st December, it was also posted on the Village Noticeboard and on the Acton Bridge Facebook page. No applications have been received to date. The closing date 30 th January 2021.	
Weaver & Cuddington Beat community funding	Michelle Gillet sent Cllr Holt the form for Community funding which he has completed and circulated to the Parish Council. No comments from the Parish Council, although Cllr Ballantyne-Roberts was going to locate and resend the comments she had thought she had already sent. Cllr Holt will finish and discuss with Michelle Gillet to see if there is any funding available, prior to sending in the application.	Action Cllr Holt
Local Community Champions event (Rotary Club)	The notice was posted on Parish Council website before Christmas.	
Avian flu information	The information supplied concerning Avian Flu was posted on Parish Council Website before Christmas.	

Reference for TWM	TWM have thanked the Parish Council for the reference supplied, and they have replaced the battery in the Station Road speed sign at no cost to the Parish Council.
Circular from Scottish Power	Cllr Holt has posted a copy of the circular on the village notice board and will send to the Clerk to post on the Parish Council website. Action Mrs Robinson
Hazel Pear wood	Cllr Forbes informed the Parish Council that the Days coppicing had gone ahead on 17 th December. Unfortunately, the wood is currently water-logged.
Speeding signs	Cllr Holt gave an update on the situation with the speeding signs in Acton Bridge. TWM had taken the sign from Acton Lane back to the workshop as it wasn't functioning properly, and they are replacing the 2-year-old battery on the sign in Station Road. Batteries should last 3-5 years. Maintenance money will be required going forward.
Station Car Park misuse	Cllr Holt has had an email from Michelle Gillet about the incidents at the Station, it transpires one of the worst offenders was a taxi driver who has been contacted and warned about the incident. The PCSO is working with the Railway police to get some control. Cllr Ballantyne-Roberts asked about the possibility of CCTV at the station which Cllr Holt will suggest. Action Cllr Holt
Grass Verges Chapel Lane/Orchard Avenue	Cllr Fifield had only sent in the report today due to an issue with the app on his phone, he took the photos on the 18 th December and thought he had submitted the incident. He will chase in 2 weeks if he hasn't heard anything. Action Cllr Fifield
Overgrown hedge letter	A letter based on the Cuddington PC template was sent to the occupants of 5 Chapel Lane on the 21 st December. No action appears to have been taken by the occupants. If there has been action in the next month it can be raised to the Council.
Low-loaders parking – Pear tree Farm?	Cllr Fifield was intending to take photos, but there have been no low-loaders since it was raised at the last meeting. They are on the track, and not on the road, so it would be difficult for the Parish Council to take any action.
Station Hill Fence	The Clerk has logged an incident on the CWAC website, but only today. Cllr Forbes agreed to take a photo to add to the incident.
6. Planning Applications	None received.
7. Planning Decisions	A couple of late decision notifications have been received from CWAC in the last month: <ul style="list-style-type: none"> • 20/02699/FUL - Syringa – Erection of one dwelling with dedicated access and associated parking – Withdrawn (noted at the December Parish Council Meeting) • 20/02340/FUL Hilltop Orchard Hill Top Road - Balcony at first floor level to rear – Approved. (The PC had no comment on this application in August 2020, Approved in September 2020) <p>Still awaiting decisions on Warrington Road and 23 Chapel Lane.</p>
8. Financial Matters	
a. Authority for signing cheques	There are three cheques for signature: <ul style="list-style-type: none"> • Mrs C Robinson – Clerks Salary Oct/Nov/Dec: £360 • HMRC – Clerks income Tax Oct/Nov/Dec: £90 • Mrs C Robinson – Zoom Expenses Oct/Nov/Dec: £28.77 (Split 50/50 with the Joint Cemetery Committee for October & December)

**Bank
Balances**

Total Balances as at 12th December 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 12/12	2,340.00	
		<u><u>6,189.45</u></u>
<u>Summary</u>		
Total Balance B/Fwd @ 13/11/2020		8,409.45
Plus total receipts		0.00
Less total payments		2,220.00
Total Balance C/fwd to 13/01/21		<u><u>6,189.45</u></u>

**b. Pre-cept
2021/22**

The Clerk has distributed an email (29/12) to the Parish Council from CWAC along with an excel spreadsheet showing the Parish Council's current year's income and expenditure. To keep the precept at same level to Council Taxpayers (£16.03 band D), the Parish Council would need to request a precept of £5,051. If the Parish Council request the same precept as last year, £5,019, this would be a slight reduction in Council Tax (£15.93 Band D). Forecast Parish Council expenditure for 2020/21 is £5k.

Cllr Holt has calculated that normal annual expenses for 21/22 would be £2,672.23. The cost of the Gable end renovation for ABCA would be approx. £600/£650 for the Parish Council.

Other provisions for 20/21:

- £1,000 towards the eventual redecoration the Parish Rooms (approx. £5,000 total)
- £200 for maintenance of the speeding signs
- Emptying of the litter bins/dog waste bins, could be approx. £150 per annum

A total of approx. £2,000 in addition to the normal expenses giving a total £4, 672.

The estimated balance C/f from end 2020/21 £5,593

If the Parish Council request a precept of £5,019 the forecast balance at the end of 2021/22 would be in the region £6,000. This could be used to fund other items that crop up. But, road calming measures might also need to be considered, once an idea of costs are known.

The precept was raised a couple of years ago to help cover the cost of the speed cameras, and so does have some margin for larger projects.

The Parish Council agreed to keep the amount raised in Council Tax at the same amount per household, £16.03 (Band D) and request a precept of £5,051. **Action Mrs Robinson**

**9. CW&C Ward
Councillors**

Cllr Fifield re-iterated the main item raised was the amendment to the Climate Emergency plan following on from the Full Council meeting and Cllr G Edwards confirmed her action to get the Highways meeting arranged, and to follow up on her action on the flooding on Station Road.

**10. Reports from
other Meetings**

Cllrs Ballantyne-Roberts and Brocklebank attended the Joint Cemetery Committee meeting on the 8th December. Cllr Ballantyne-Roberts gave an update that the new Cemetery Maintenance Manager had been appointed and the other candidate is interested in doing voluntary work. The gate is still to be repaired by Bartington Forge.

No other meetings have been attended in the last month.

11. Correspondence

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

- Email distributed 17th December with CSE invitation to register for the online event as part of the development of the parish-level carbon footprint tool. This will be held from 2pm – 4pm on Tuesday the 12th January. (Registration by 6th January). There were no volunteers to attend.
- ChALC Speeding Questionnaire circulated by Cllr Holt 21st December, to be returned by end January 2021. The Parish Council agreed that the number one issue for Acton Bridge is speeding and the questionnaire should be answered in that way. **Action Mrs Robinson**
- An Email has been received and circulated from a non-resident interested in buying the Acton Bridge Nursery site – asking for details to be passed to the owners of the site. The Parish Council agreed that the Clerk should point the party to the CWAC Planning Website for contact details, and also that there is a post box at the site. **Action Mrs Robinson**
- An email was circulated today about the ONS census due to take place March 2021. The Parish Council agreed to put the information on the Parish Council website, to encourage residents to complete the census. **Action Mrs Robinson**
- CWAC have today notified the Clerk that Garden Waste collections are delayed until 8th February. The Parish Council agreed to put the information on the Parish Council website. **Action Mrs Robinson**

12. Village Matters

1. Cllr Ballantyne-Roberts said it was good news that residents over 80 are getting their vaccinations at the Countess of Chester Hospital.
2. Cllr Hall said a resident has reported to CWAC on the condition of the stile on the footpath from Hill Top Road down to Strawberry Lane, as you come into the field. It is falling apart and has a very steep drop on one side. If there is no action by CW&C to the report the Parish Council will follow it up.

13. AOB

None raised.

14. Date of Next Meeting

The Clerk will circulate a corrected list for meetings in 2021. **Action Mrs Robinson**
The next meeting will be held via Zoom on Monday 1st February 2021 at 19:30.

The discussion closed at 20:35

Signed (Chairman)

Date.....