

## Acton Bridge Parish Council Meeting notes

**Date & time** 1<sup>st</sup> November 2021 at 19:30 **Location** Parish Rooms, Acton Bridge

**Attendees** T Brocklebank (Chairman), D Charlton, R Holt, R Forbes, D Hall, G Hayward, Cllr C Fifield CW&C, Cllr P Williams CW&C, Cllr G Edwards CW&C, Michelle Gillett (PCSO), Mrs C Robinson (Clerk to the Parish Council)

**Apologies** C Ballantyne-Roberts

**Absent**

**Minutes written by** Mrs C Robinson (Clerk)

The discussion commenced at 19:33

<u>Agenda Item</u>	<u>Notes &amp; Actions</u>
<b>1. Apologies</b>	Apologies for Absence – as noted above
<b>2. PCSO Update</b>	<p>The PCSO had distributed her November monthly report prior to the meeting. One incident at Dutton had now resulted in arrests. There were no other incidents in the Acton Bridge area. Operation Treacle (bonfire night) had resulted in no issues.</p> <p>Speeding has been identified as the 1<sup>st</sup> issue causing concern in the Voice Surveys being returned. The PCSO will be giving a presentation to support her request for 3 handheld speed devices on 3<sup>rd</sup> November, if successful, these will be used by the Community Speed Watch Volunteers in the 3 Parishes. The PCSO asked for volunteers for the programme, training is currently available via Zoom and takes about an hour. Cllrs Fifield and Forbes volunteered and will send their details to the PCSO.</p> <p style="text-align: right;"><b>Action Cllrs Fifield &amp; Forbes</b></p> <p>The Parish Council unanimously agreed to cover the annual calibration cost for one of the devices of £87.95 + vat. The volunteers collect the information on speeding vehicles which gets passed to the PCSO to write warning letters to the drivers. There are no specified times and locations for the volunteers to adhere to, but with supporting statistics they may become enforceable locations where points can be issued.</p>
<b>3. Declarations of interest</b>	No pecuniary interests were expressed.
<b>4. Public Open Forum</b>	No members of the public were present at the meeting.
<b>5. Minutes of the Parish Council meeting held on 4th October 2021</b>	<p>The minutes of the Parish Council meeting held on 4<sup>th</sup> October 2021 with one amendment removing a bullet point on item 6 and instead adding a separate paragraph at the end of the section, were accepted as a true and correct record.</p> <p>The Parish Council voted by a majority of 4 – 2 not to publish draft minutes.</p>
<b>6. Development &amp; management of a Parish Council Facebook page</b>	<p>The Parish Council Facebook page is now up and running following the decision of the Parish Council to advertise the Broadband meeting on 10<sup>th</sup> November. There were 63 likes as at 1<sup>st</sup> November.</p> <p>Cllr Brocklebank had distributed a draft Social Media Policy just before the meeting for the Parish Council to review and potentially adopt. The Parish Council agreed Cllr Hayward would be the nominated Councillor to manage the page with Cllr Brocklebank as a back-up. The Village Facebook group will need to change its settings to allow a link to the Parish Council Facebook page.</p> <p style="text-align: right;"><b>Action Cllr Brocklebank</b></p>
<b>7. Update on the Community Resilience Plan</b>	Cllr Charlton gave an update on the positive meeting on 20 <sup>th</sup> October with people keen to contribute and actions to be completed before another meeting planned in November. Notes from the meeting had been distributed prior to the Parish Council meeting.

It was noted that the drains today are once again flooding on Warrington Road and Sandy Lane. The Ward Councillors are liaising with Highways and Engineering. Karen Shore (CW&C) has agreed Acton Bridge needs priority, and that communications regarding Acton Bridge have been poor (particularly the recent press release). There also doesn't seem to be one centralised authority which is responsible for the state of the river.

The Parish Council agreed that it is their responsibility to make sure the profile of Acton Bridge is kept high. The Clerk was asked to find the right person to give specific updates on the maintenance of drains and gullies on Acton Lane. **Action Mrs Robinson**

**8. Update on the Development of the Parish Council Website**

Cllr Hayward has been concentrating on the Broadband project but has received further input from Parish Councillors for the website. Still outstanding:

- there are still a couple of Councillors photos that should be replaced
- other pictures to liven up the website – perhaps ask residents using the AB Facebook page?
- ABPC email addresses needs a standardised signature which conforms to GDPR rules. The Clerk will forward CPC Clerk's signature. **Action Mrs Robinson**
- Website costs need to be invoiced direct to the Parish Council

**9. Update on the Broadband project**

Cllrs Hayward and Brocklebank will be presenting the information about Freedom Fibre Broadband to Acton Bridge residents on Wednesday 10<sup>th</sup> November 19:30 at the Parish Rooms. Information will still need to be disseminated afterwards. Perhaps ABCA and the WI will allow the Parish Council to send information to their contacts, or maybe a leaflet drop in the village.

**10. Update on Speeding and the Average Camera Speed Pilot Scheme**

Cllr Forbes gave an update that he will be meeting Steve Jones (Highways) on Wednesday 3<sup>rd</sup> November at 11:30 to see if Acton Bridge is a suitable location for the trial that is going to be run. As Acton Bridge already has 4 SIDs there is historical data to use as a baseline, which has been forwarded along with Cllr Holt's Speed Timeline Chart, and the comments extracted by Cllr Ballantyne-Roberts from Facebook. Mr Jones will be walking possible routes to see if they are suitable for average speed cameras. Cllr Forbes is not sure of costs yet.

**11. 3<sup>rd</sup> November Planning & Enforcement**

**a. Planning Applications**

None have been received by the Clerk, but Cllr Holt raised 2 applications: a Telecom Tower on Wetton Lane that the Parish Council will not be consulted on and a planning application for 5 Cliff Road for a small rear extension.

**b. Planning Decisions**

None have been received by the Clerk but Cllr Holt highlighted that the Planning application for Hillcliffe House on Cliff Road had been withdrawn.

**c. Planning Enforcement**

Planning Enforcement provided an update on 17 Hill Top Road to say that the owners wish to retain the shepherds hut to use as ancillary to the main house, they are now assessing if the hut itself qualifies as a 'development' that needs planning permission.

**12. Updates on Actions from previous Parish Council meetings:**

**Parish Council meeting format**

Cllr Forbes agreed he should be the lead Councillor for Hazel Pear Wood

**Online Banking**

The Clerk has received information to access online banking from HSBC.

**Station Hill Fence** Network Rail have said it is not their fence, Cllr Fifield has sent another chaser today as he believes it is on their land. **Action Cllr Fifield**

**Members' Interests** Members' interests should be shown on the Parish Council website and renewed annually. The Clerk will send out a blank form and ensure that they are reviewed at the AGM each year. **Action Mrs Robinson & All Cllrs**

**13. Financial Matters**

- a. Authority for signing cheques
- b. Balances

There were no cheques requiring Parish Council approval.

**Total Balances as at 12<sup>th</sup> Oct.2021**

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		8,678.37
Unpresented chqs as at 12/10/21	491.16	
		<u><u>8,187.27</u></u>
<b><u>Summary</u></b>		
Total Balance B/Fwd @ 13/09/2021		8,859.04
Plus total receipts		0.00
Less total payments	671.83	
<b>Total Balance C/fwd to 13/10/21</b>		<u><u>8,187.27</u></u>

The year-end balance is likely to be in the region of £6,000.

**14. CW&C Ward Councillors**

Cllr Williams said the repairs to the footbridge were still outstanding and he would chase.

Cllr Fifield highlighted 3 current Consultations: 1) Council Consultation 2) Joint All Age Carers Service Statutory Consultation 3) Advocacy Engagement

**15. Reports from other meetings**

None given

**16. Correspondence**

- Email 15<sup>th</sup> October – **Good Councillors Guide** sent on from Cllr Brocklebank
- Email 15<sup>th</sup> October - **Cheshire Community Action Free Online Training Sessions** – sent to Cllr Holt re Village Halls and Community Buildings
- Email 20<sup>th</sup> October – **Cheshire Community Action Free online training to review neighbourhood plans and address local housing needs**
- Email 27<sup>th</sup> October – **NALC Policy Consultation Briefing - PC7-21Environmental Permitting Regulations** – Potentially a significant impact on Cemeteries (sent primarily to Cllrs Brocklebank & Ballantyne Roberts).
- Email 28<sup>th</sup> October - **Cheshire Fire Authority Draft 2022-2023 Annual Action Plan Consultation**. Consultation runs to Friday 7<sup>th</sup> January 2022.
- Email 31<sup>st</sup> October – **free trees from eforests**, the minimum is 150 trees

**17. AOB**

Beacons for the Queens Platinum Celebrations 1st June 2022 – ABCA have plans in place.

The lamppost Poppies for Remembrance Sunday are scheduled to go up ASAP.

**18. Date of Next Meeting**

The next Parish Council meeting is planned for **Monday 6<sup>th</sup> December 2021**. The budget and precept for 2022/23 will be on the agenda.

The discussion closed at 21:38

Signed ..... (Chairperson)

Date.....