

## Acton Bridge Parish Council Meeting minutes

<b>Date &amp; time</b>	7 <sup>th</sup> April 2024 at 19:00	<b>Location</b>	Parish Rooms, Acton Bridge
<b>Attendees</b>	T Brocklebank (Chairperson), R Forbes, L Wakefield, D Charlton, D Hall, Cllr G Edwards CW&C, & Mrs C Robinson (Clerk)		
<b>Apologies</b>	C Fifield, H Broughton, Cllr L Stocks CW&C, Cllr P Rimmer CW&C		
<b>Absent</b>	M Gillett (PCSO)		
<b>Minutes written by</b>	Mrs C Robinson		
The discussion commenced at 19:00			

<u>Agenda Item</u>	<u>Notes &amp; Actions</u>
<b>1. Apologies</b>	Apologies for Absence – as noted above
<b>2. Declarations of interest</b>	No declarations of interest were declared.
<b>3. PCSO Update</b>	The PCSO's March report had not been received before the meeting.
<b>4. Public Open Forum</b>	There were no members of the public present.
<b>5. To Approve the Minutes of the Parish Council meeting held on 4<sup>th</sup> March 2024</b>	The Parish Council <b>RESOLVED</b> to approve the minutes of the Parish Council meeting held on 4 <sup>th</sup> March 2024 as a true and correct record, and thanked Cllr Hall for completing the minutes.
<b>6. Planning &amp; Enforcement</b>	<p>a. <u>Planning Applications:</u></p> <p>i) <b>24/00470/S73</b> - Arden 12 Cliff Road, Demolition of existing dwelling and erection of replacement dwelling and detached garage, associated landscaping and driveway alterations. The Parish Council reviewed the application and had no comments to submit.</p> <p>ii) One further application was received prior to the Parish Council meeting – <b>24/00866/FUL</b> – 64 Cliff Road, single storey rear extension. Due to the late receipt of planning application by the Parish Councillors, Cllrs Fifield and Wakefield were nominated to review the application and call an additional meeting for the Parish Council to review, if they felt it necessary.</p> <p style="text-align: right;"><b>Action Cllrs Fifield &amp; Wakefield</b></p> <p>b. <u>Planning Decisions:</u></p> <p>i) <b>22/03139/FUL</b> - Erection of building for the building of narrow boats / boats, the repair and maintenance of narrow boats / boat and storage of materials and equipment to carry out the works (Retrospective) - Approved</p> <p>ii) No further notifications received before the Parish Council meeting.</p> <p>c. <u>Planning Enforcement &amp; Appeals</u></p> <p>i) <b>22/04298/LDC</b> - Acton Cliff Farm, Cliff Lane – Appeal dismissed</p> <p>ii) No further enforcement notices notified before the Parish Council meeting</p>
<b>7. Updates on Actions from previous Parish Council meetings:</b>	
<b>TWM</b>	Emails have been exchanged between the Clerk and TWM and Cllr Forbes has confirmed his availability to meet during April; they have asked for location information on location of speed devices (What3words).
<b>Speed reduction on the A49</b>	The request has gone to Highways with the original quote, stating Acton Bridge Parish Council will fund £3,600 towards the speed reduction, with the Ward Councillors contributing £1,000 from their new budgets.

## 8. Financial Matters

### a. Cheques for signature

There were five cheques approved for signature:

- a. C Robinson - Clerk Salary Jan/Feb/March £622.08 (*This cost will be added to the 2023/24 Year End Account*)
- b. HMRC (Clerk Income Tax) Jan/Feb/March £154.80 (*This cost will be added to the 2023/24 Year End Account*)
- c. R Forbes – Plants for planter £9.00

Two other invoices for payment brought to the attention of the Parish Clerk prior to the meeting:

- d. ChALC affiliation fee for 2024/25 £188.86 (last year £191.66, previous year £186.48 in budget at £200). Suspect the fee is based on precept request, hence the slightly lower figure again this year.
- e. Zurich Insurance 2024/25 Due 1st June - £241 (last year £264, in budget at £280, reduction due to lower precept).

### b. Balances

**Total Balances as at 31st March 2024** (*Before the latest approved cheques above i & ii which were accrued in 2023/24*)

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		12,633.84
Unpresented chqs as at 31/03/24	100.00	
		<u><u>12,533.84</u></u>
<b>Summary</b>		
Total Balance B/Fwd @ 01/03/2024		12,688.84
Plus total receipts		0.00
Less total payments	155.00	
<b>Total Balance C/fwd to 01/04/24</b>		<u><u>12,533.84</u></u>

<b>Receipts:</b>	<b>£0.00</b>
<b>Payments:</b>	
ChALC training	£30.00
NSPCC	£100.00
Mid Cheshire rail user Association	£25.00
<b>Total Payments</b>	<b>£155.00</b>

The Parish Council confirmed the payment for the NSPCC was a donation **approved** at the last Parish Council meeting – but was not minuted.

### c. Year End Accounts

The Clerk had circulated the year end figures for review in a separate spreadsheet prior to the Parish Council meeting. The final year end balance (including the final 2 cheques) is **£11,756.96**. There were no concerns raised, the Parish Council **approved** the quote for £250 from Internal Auditor Jo O'Donoghue, and **approved** the figures to be submitted for audit.

### 9. CW&C Ward Councillors

Cllr Edwards gave the PC updates on several activities including:

1. She has been involved in organising lunch bags for the school holidays, at the library in Weaverham.
2. She has been involved with the Easter Appeal for food parcels for all the villages in her Ward.
3. There is ongoing custodian de-fib training.
4. She attended the Milton Baptist Church Easter Celebration (as did Cllr Charlton)
5. The Station tannoy noise had been reduced, but has been raised again, it will need further monitoring.

6. The station car park and issues with parking on Station Road, continue to be discussed. The Parish Council may need to be involved with National Rail in discussions about funding for re-surfacing and fencing of the additional area. The Parish Council discussed different issues with potential funding, and alternative ideas and challenges, but need to see what the National Rail proposals are.

**10. Reports from other meetings** No other meetings had been attended by any Parish Councillors.

**11. Correspondence** One item was raised for discussion by Cllr Wakefield, the latest news from Cheshire Community Action: March 2024, included information on possible energy savings that should be shared with ABCA. Cllr Edwards will also look at CW&C funding for solar panels.  
**Action Cllr Edwards**

**12. AOB**

1. Cllr Charlton raised the communication surrounding keys for the Parish Rooms. There seems to be some issues with unauthorized access. Cllr Brocklebank will get an update from ABCA. **Action Cllr Brocklebank**

2. Cllr Forbes informed the Parish Council he will be stepping down as a Parish Councillor after 10 years. His last Parish Council meeting will be the one planned for May. Cllr Brocklebank thanked him on behalf of the Parish Council for his service to the community.

3. The Parish Council agreed the issue of finding 2 new Parish Councillors should be discussed at the next Parish Council meeting, along with another agenda item for the number of Parish Council meetings going forward, whether they should be moved to every 2 months. **Action Mrs Robinson**

4. The Clerk confirmed that she has resigned from the role of Clerk to Acton Bridge Parish Council, but she has committed to completing the Parish Council Financial year end, and will attend the May meetings as Clerk. The role will need to be advertised asap. **Action Mrs Robinson**

5. Cllr Brocklebank announced that after 2 years, he will be standing down as Chairperson after the Annual Meeting in May.

**13. Date of Next Meeting** The Acton Bridge Parish Council Annual meeting is planned for **Monday 13th May 2024 at 19:00**, followed by the next Parish Council Meeting at **19:15**.

The discussion closed at 20:06

Signed ..... (Chairperson)

Date .....