

**ACTON BRIDGE PARISH COUNCIL**  
**Minutes of Acton Bridge Parish Council meeting held on**  
**Monday 7<sup>th</sup> October 2024 at the Parish Rooms, Acton Bridge.**

**Meeting started 19.0**

		Action By:
<b>Present</b>	Cllr David Charlton, (Chair) Cllr David Hall (DH) Cllr Leigh Wakefield, (Vice Chair) (LW), Cllr Charles Fifield (CF) Cllr Helen Broughton (HB) Ward Cllr's Gillian Edwards (GE) No Members of the Public (MOP) Tracey Whitlow - clerk	
<b>24/66</b>	<b><u>Apologies for Absence were received &amp; accepted from:</u></b> Cllr Trevor Brocklebank (TB), Ward Cllr's Lynn Stocks & Phil Rimmer	
<b>24/67</b>	<b><u>Declarations of Members' Interests:</u></b> None	
<b>24/68</b>	<b><u>Approval of Minutes:</u></b> The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 11 <sup>th</sup> September as a true and correct record. Signed by the chair.	
<b>24/69</b>	<b><u>Public Participation:</u></b> No members of the public present.	
<b>24/70</b>	<b><u>PCSO update:</u></b> None present.	
<b>24/71</b>	<b><u>Ward Councillor Report/s:</u></b> <b>GE reported:</b> <b>Station Tannoy:</b> GE has followed this up to establish what has actually happened to the volume following the intervention of CW&C Environmental Health. <b>Resilience Plan:</b> discussed – Resolved Amber warning to be used as a trigger for action, yellow warning is advisory only. <b>Flood Meeting</b> coming up in late October/November – GE to advise TW of date. <b>Church events:</b> will be happening in lead up to Christmas – GE to advise CF of dates <b>Highways volunteer scheme:</b> new initiative from highways – discussed – add to next agenda. TW to circulate further information to council. <b>CWAC SEND</b> – have appointed a new Director of Children's Services, they will be in post in the next 2 months.	<b>GE</b>  <b>TW</b>
<b>24/72</b>	<b><u>Matters Arising: from previous minutes (if not an agenda item)</u></b> DC to draft a letter of thanks to MOP for maintaining the tree on Cliff Road junction and mowing of the play area. To send to TW for action.	<b>DC</b> <b>TW</b>
<b>24/73</b>	<b><u>Parish rooms:</u></b> 1. <b>To review parish rooms maintenance:</b> No members of ABCA present to discuss. 2. <b>To review the new lease:</b> no members of ABCA present. Solicitor who completed the last lease is no longer working in the commercial field. A new legal will have to	

	be found, unless an amendment to current lease is added. LW & CF to arrange a meeting with 2 members of ABCA to discuss further.	LW CF
24/74	<b><u>Play Area:</u></b> LS is working with CWAC & WVHT to establish ownership of the piece of land between the play area and the garages. WVHT are looking to clear the overgrown vegetation from behind the garages as it is encroaching on the play area.	
24/75	<b><u>Correspondence:</u></b> 1. Chalc have now added members briefings to their weekly update, so TW no longer sending these to council. 2. Hynet pipeline – information session arranged for later in the month CC & CF to attend. 3. A49 speed reduction project is not likely to be actioned by Highways until summer 2025 due to finances. GE to take this up with Highways. 4. Weaverham Remembrance Day – DC to attend. <b>Resolved</b> to purchase wreath.	GE DC
24/76	<b><u>Accounts/Financial:</u></b> 1. <b>Cashbook/bank reconciliation 30.09.24</b> Approved and signed. 2. <b>Ratify/Approve Payments &amp; Receipts:</b> <b>Payments:</b> <ul style="list-style-type: none"> <li>• Refund clerk for purchase of Defib cabinet £526.80</li> <li>• Clerks overtime for September of 8 hours approved</li> <li>• Payroll August – October approved</li> </ul> 3. <b>Bank:</b> DH to contact bank to add TW to mandate.	TB  DH
24/77	<b><u>Auditor for 2024-25:</u></b> <b>Resolved</b> to appoint the same auditor as last year, Jo O’Donoghue. DC & TW to confirm this with her.	DC TW
24/78	<b><u>Clerks Report:</u></b> circulated prior to the meeting. 1. <b>Website</b> -TW to circulate details of several bespoke PC companies to councillors. (deferred this month due to long agenda) 2. <b>Grid</b> - outside of Parish Rooms has been reported to CWAC – and actioned. 3. <b>Budget</b> - next month – councillors asked to provide TW with any plans for projects 4. <b>CILCA</b> – TW will be starting this end of October/November. 5. <b>Defib Cabinet</b> – following the last meeting TW applied for a members budget towards the purchase of a new defib box of £390, all ward councillors approved – thanks given to the Ward Councillors 6. <b>CIL Report</b> – has been sent into CWAC -CIL balance £771.20. TW to add to website.	TW
24/79	<b><u>Financial Regulations 2024:</u></b> Circulated prior to the meeting – <b>Resolved</b> to adopt the new FR. TW to add to website.	TW
24/80	<b><u>Management Risk Assessment &amp; Policy</u></b> Circulated prior to meeting. <b>Resolved</b> to adopt new Risk Management assessment and policy. TW to add to website.	TW

24/81	<p><b><u>New Policies:</u></b> Policies circulated prior to meeting: Complaints procedure, Dignity at Work policy, Discipline &amp; Grievance policy, Equality policy, Freedom of Information policy, Health &amp; Safety policy, Risk Management policy, Publication Scheme, Councillor Code of Conduct, Freedom of Information policy. All policies reviewed <b>Resolved</b> to adopt all policies. TW to upload to website.</p>	TW
24/82	<p><b><u>Village Resilience Plan:</u></b> Reviewed amendments circulated. <b>Resolved</b> to re-adopt. DC to circulate.</p>	
24/83	<p><b><u>Planning:</u></b>  <b>1. Planning Applications:</b> No new planning applications received or on the portal since the last PC meeting.  <b>2. Planning Decisions &amp; Enforcements</b> No notifications received or on the portal since the last PC meeting.</p>	
24/84	<p><b><u>Parish Council Vacancies:</u></b> Two members of the public have expressed an interest, and a 3<sup>rd</sup> possibility, in being co-opted. TW to circulate further information to all and add co-option to the next agenda.</p>	
24/85	<p><b><u>Highways &amp; Speeding:</u></b>  <b>1. Highways –</b> Speed reduction on the A49 see 24/75.3  <b>2. Speed Camera’s –</b> TWM are to come back and recheck the speed camera’s.</p>	
24/86	<p><b><u>Reports from Other Meeting:</u></b>  <b>ChALC meeting –</b>CF attended- planning discussed – consensus is that public are holding off on putting in planning applications whilst awaiting the new government regulations/taxes.  <b>ChALC AGM</b> later this month CF to attend  <b>WABT –</b> DH attended – new PC trustee required – defer until after co-option.</p>	
24/87	<p><b><u>Items for Next Meeting:</u></b> Website, Parish Rooms maintenance, Parish Rooms Lease, 1<sup>st</sup> Draft budget, A49 speed reduction update, co-option policy, co-option.</p>	
24/88	<p><b><u>Date of Next Meeting:</u></b> The next ABPC meeting is planned for <b>Monday 4<sup>th</sup> November 2024 at 19:00</b></p>	

The meeting closed at 20.50

Signed:

Dated: