## **ACTON BRIDGE PARISH COUNCIL**

# Minutes of Acton Bridge Parish Council meeting held on Monday 7<sup>th</sup> April 2025 at the Parish Rooms, Acton Bridge.

Meeting started 19.00

		By:
	Present: Cllr David Charlton, (Chair) Cllr David Hall (DH) Cllr Trevor Brocklebank (TB), Cllr Helen Broughton (HB) Cllr Olivier Van Lear (OVL), Cllr Charles Fifield (CF) Cllr Stephen Golding (SG) Cllr Leigh Wakefield In Attendance: Tracey Whitlow - clerk	
24/196	Apologies for Absence were received & accepted from: Cllr Trevor Brocklebank (TB),	
24/197	Declarations of Members' Interests: Cllr Charlton, Cllr Golding & Cllr Fifield as members of ABCA committee.	
24/198	Approval of Minutes: The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 3 March 2025 as a true and correct record. Signed by the chair.	
24/199	Public Participation: No members of the public present.	
24/200	PCSO update: PCSO not present. Report sent: PCSO has conducted speed surveillance on Station Road, near to the station, no drivers caught doing excessive speed. Recommends the PC contact Highways to investigate yellow lines being implemented to prevent parking on the verges. TW to contact Highways	TW
24/201	Ward Councillor Report/s: (unless an agenda item) Report received from LS & PR: Devolution - consultation period ends 13th April. CWAC is being fast tracked for a mayoral election in 2026. The details of the deal are yet to be finalised. Local Nature Recovery Strategy – this is currently out for consultation until 20th April 2025 (the date may be impacted by purdah). Members Budgets are now open Highways meeting – being arranged for the parish councils within the Weaverham Cuddington Ward	
	Report Received from GE: Station car park – in discussion to alleviate the problem whilst work is carried out. Former nursery site fires - Regulatory services are fully aware of the situation. Library Luch bags Easter Hampers – thank you to everyone that donated.	
24/202	Matters Arising: from previous minutes (if not an agenda item).  Station Parking – see 24/200  Speed Indicator Display signs – these are not downloading information, the supply company are chasing payment for the maintenance. TW has informed them of the problem and asked for them to contact her, 3 weeks ago. Council asked TW to escalate as a complaint. Payment not made.	TW

24/203	Correspondence: (unless an agenda item) ChALC invoice received. TW asked council to confirm they wished to continue membership. Confirmed. CWAC Democratic Services have emailed to say they have found the overpayment from July 2024, which should have been paid to ABCA. PC repaid it to ABCA as CWAC don't accept cheques. It appears CWAC then also paid ABCA. DC to check with ABCA and ask them to make the repayment.	TW
24/204	<b>Defibrillators: Resolved to bring forward from agenda item 16</b> Ownership of and maintenance of the defibrillators discussed. CF recalls PC receiving members budget to purchase. They belong to the PC, as such <b>Resolved</b> it is for the PC to maintain them.	
24/205	Accounts/Financial:  1. Cashbook/bank reconciliation 31.03.25 Approved and signed. Bank reconciliation £13268.87 (Annex 2) EMR £7811 (Annex 1)  2. Ratify/Approve Payments & Receipts: Payments: Refund LW defib pads £62.34 Payroll – April with extra hours of 11.8 SLCC training course contribution (1/5) £24.00 Chalc membership £193.83 JKE Web Design - £337.50 Mid Cheshire Footpath Society £8.00 Receipts: None  3. PC confirmed that TW can complete the AGAR paperwork based on the above approved accounts.	
24/206	Clerks Report:  Duplicate payment: A duplicate bank payment was made via online banking last month to TW in error. This was returned immediately. TW to produce an internet banking policy/procedure, but this would not have prevented the error. Co-op online banking is far from user friendly. TW to add change of bank to next agenda.  Year End: Paperwork nearly complete for IA and AGAR. Waiting on bank statement as can't download from online banking, as not possible with Co-op.  New JPAG released. Numerous changes – TW working through them. IT policy required by end of financial year. Chair is no longer allowed to cover for the Clerk/RFO in their absence, it needs to be another councillor. TW to update further next month on anything notable.  Overtime: Hours up last month due to holiday, year end and new website. Hours to be reviewed by the PC in September.	TW
24/207	<b>Planning: 25/00601/FUL</b> Bonnie Cottage Strawberry Lane Acton Bridge. Proposal: Replacement dwelling. Reviewed. <b>Resolved</b> to comment on the nature of the single-track road for deliveries & height of the roof being above the neighbouring property.	TW
24/208	Other Meeting Reports:  CF reported on the Devolution information event attended today. There is an open consultation. Resolved not to comment.  HB & DH had attended the Weaverham & Acton Bridge Trust – Report received.	TW

# 24/209 Parish rooms: 1. No further information supplied from ABCA. 24/210 **Highways & Speeding:** 1. Highways Issues: White Line Painting: Has been re-reported. 2. A49 speed reduction. No updates received from Highways. 3. Speed Indicator Reports: Information can't be downloaded, waiting for TWM to come back with answers (see 24/202). 4. Village Spring Clean: Very well attended, 43 volunteers turned out. The PC wish to thank all the volunteers and ABCA for providing the refreshments. Following the success this will be a regular village event. Councillors wished to thank DC for all his work on this. The Spring clean did not run under the Highways volunteer scheme as this is impractical to use. The PC will not be signing up to it. 24/211 Website: 1. New Website almost there. Discussed. Resolved to sign the company off. TW to TW complete the remainder of the updates. 2. **Domain name**: legislation is pushing towards all PC's having a .gov.uk domain. Although previously agreed to stay with .org the consensus is that if it is going to be mandatory then TW to make the change now. TW to investigate companies and costs for setting up .gov.uk domain. 24/212 **Items for Next Meeting:** Website update, Parish Rooms Lease, disabled access to Acton Bridge station. Bank Account AGAR, Annual Meeting of the PC to precede ordinary meeting. 24/213 **Date of Next Meeting:** The next ABPC meeting is planned for Wednesday 14th May 2025 at 19:00 at The Hazel Pear Private Dining Room. 24/214 **Parish Rooms Lease** Clerks contract Resolution to take to Part B - confidential. Resolved Part B confidential: 1. Parish Rooms Lease: CF & LW updated the council. Insurance to be paid by the PC as landlord and re-charged to ABCA. 2. Further Action: Further meeting to be held this week with ABCA. 3. Clerks contract - probation period. Resolved probation period is ended. 4. Clerks contract – contractual increase in pay scale as of 01.04.25. Resolved to increase the pay scale by one SCP point.

The meeting closed at 21.15 Signed:

Dated:

#### Annex 1

# ABPC Ear Marked Reserves as at 31.03.25

	ABCA	SIDS	A49 speed	Village Maintenance	Training	CIL	Total
B/F 01/04/2024	2000	1200	2117	0	0	771	6088
2024-25 Budget	1000			600	200		1800
Spend 24-25				-27	-50		-77
C/F 31.03.25	3000	1200	2117	573	150	771	7811

#### Notes

A49 speed Reduction not completed in 2024-25 by CWAC SID's Invoices still in dispute

### Annex 2

# Acton Bridge Parish Council Bank Reconciliation to Cashbook Presented at Council Meeting - 07.04.25 Prepared by T Whitlow

RECONCILIATION		CASH BOOK RECONCILIATION		
Current Account	£13,725.35	B/F balance 01.04.24	1	
		Current account	£11,756.96	
Unpresented receipts		Payments to date	£5,708.09	
Unpresented payments	£456.48	Income to date	£7,220.00	
TOTAL	£13,268.87	TOTAL	£13,268.87	