

**ACTON BRIDGE PARISH COUNCIL**  
**Minutes of Acton Bridge Parish Council meeting held on**  
**Monday 3<sup>rd</sup> February 2024 at the Parish Rooms, Acton Bridge.**

**Meeting started 19.00**

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| <b>Present</b> | Cllr David Charlton, (Chair) Cllr David Hall (DH)<br>Cllr Trevor Brocklebank (TB), Cllr Helen Broughton (HB)<br>Cllr Olivier Van Lear (OVL),<br>1 Members of the Public (MOP)<br>Ward Cllr's Gillian Edwards (GE),<br>Tracey Whitlow - clerk                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                       |
| <b>24/155</b>  | <b>Apologies for Absence were received &amp; accepted from:</b><br>Cllr Charles Fifield (CF) Cllr Stephen Golding (SG) Cllr Leigh Wakefield<br>Ward Cllr's Lynn Stocks (LS), & Phil Rimmer (PR)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                       |
| <b>Noted</b>   | The Parish Council send their condolences to Cllr Charles Fifield.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                       |
| <b>24/156</b>  | <b>Declarations of Members' Interests:</b><br>Cllr Charlton, a PC representative on the ABCA committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                       |
| <b>24/157</b>  | <b>Approval of Minutes:</b><br>The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 6 January 2025 as a true and correct record. Signed by the chair.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       |
| <b>24/158</b>  | <b>Public Participation:</b><br>MOP from ABCA attended the meeting to discuss the maintenance of the Parish Rooms and the grant application from ABCA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                       |
| <b>24/159</b>  | <b>PCSO update:</b><br>PCSO not present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                       |
| <b>24/160</b>  | <b>Ward Councillor Report/s:</b> (unless an agenda item)<br>GE reported:<br><b>Station Tanoy:</b> it appears this is now too quiet and rail users cant hear it. GE to follow up.<br><b>Old Garden Centre Site:</b> Appears a lot of activity and burning. GE to follow up.<br><b>Friends of Acton Bridge Playground:</b> meeting this week.<br><b>CWAC Budget meeting:</b> will take place this month.<br><b>Devolution:</b> Discussed.                                                                                                                                                                                                                                                                                 |                       |
| <b>24/161</b>  | <b>Matters Arising:</b> from previous minutes (if not an agenda item).<br><b>Church Parking:</b> GE is still awaiting a response from Highways re possible grass crete on the verges opposite the church,<br><b>Bank signatory:</b> Have now been updated, and online banking is operational.<br><b>New Notice board:</b> Received and fitted by TW.<br><b>Station Car Parking:</b> GE & DC have a meeting this month with network rail, CWAC and London Northwestern Railway.<br><b>Precept</b> paperwork has been filed with CWAC.<br><b>Website:</b> Instructions given and deposit invoice received. Discussed information to be added to the new website. suggested 5 years finances, 3 years minutes, to confirm. |                       |
| <b>24/162</b>  | <b>Correspondence: (unless an agenda item)</b><br>MOP asking for a copy of the electoral roll. Can't be supplied due to GDPR.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                       |

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|               | <p>Potholes<br/>Blocked Gulleys<br/>All necessary/important items have been forwarded to the councillors by the clerk.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                   |
| <b>24/163</b> | <p><b>Accounts/Financial:</b></p> <p><b>1. Cashbook/bank reconciliation 26.01.25</b> Approved and signed.<br/>Bank reconciliation £13486.04</p> <p><b>Ratify/Approve Payments &amp; Receipts:</b></p> <p><b>Payments:</b><br/>Payroll - Feb<br/>ChALC training course £25.00<br/>JKE Websites deposit £112.50</p> <p><b>Receipts:</b><br/>Blue host refund £278.16</p>                                                                                                                                                                                                                                          |                                   |
| <b>24/164</b> | <p><b>Clerks Report:</b></p> <p><b>Members Budget:</b> TW has applied for members budget of £450 towards the new website and a further £260.00 for new cradle seats for the swings in the play area. Thanks were given to the ward councillors.</p> <p><b>Induction Training</b> Cllr Golding has completed the Induction training.</p>                                                                                                                                                                                                                                                                         |                                   |
| <b>24/165</b> | <p><b>Planning:</b></p> <p><b>1. Application received:</b><br/>No new planning applications notified since the last meeting.<br/><b>24/03413/FUL –28 Cliff Road Acton Bridge</b> Single storey sides and rear extensions, extension to first floor with balcony to rear. Erection of detached garage with annexe and garden wall with front gates.<br/>Following comments from residents the PC have objected to LPA- response can be viewed on the planning portal.</p> <p><b>2. Planning Decisions &amp; Enforcements:</b><br/><b>24/03709/FUL Bonnie Cottage, Strawberry Lane Acton Bridge-</b> Approved</p> |                                   |
| <b>24/166</b> | <p><b>Other Meeting Reports:</b><br/>ABCA meeting – covered as agenda items.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                   |
| <b>24/167</b> | <p><b>Parish rooms:</b></p> <p><b>1. To review parish rooms maintenance:</b> ABCA have appointed a surveyor to produce a report on the buildings roof. ABCA are funding this cost. New low wattage lights are being fitted to the Parish Rooms.</p> <p><b>2. To consider ABCA installing Wi-Fi: Resolved</b> the Parish Council have no objection to ABCA installing Wi-Fi to the building at ABCA's own cost.</p>                                                                                                                                                                                              |                                   |
| <b>24/168</b> | <p><b>Highways &amp; Speeding:</b></p> <p><b>1. Highways Issues:</b> Pot holes continue to be a major problem in the village. Cllrs to encourage members of the public to use the CWAC report-it app. TW to re-report the missing give-way markings by the Hazel Pear, also to ask GE to follow up, as dangerous.</p> <p><b>2. A49 Speed Reduction:</b> Will be implemented by July.</p> <p><b>3. Speed Indicator Reports:</b> TW now has access to one of the speed devices, will download information and circulate before the next meeting.</p>                                                              | <p><b>TW</b></p> <p><b>TW</b></p> |
| <b>24/169</b> | <p><b>Volunteer Scheme:</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                   |

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|               | <b>Resolved</b> to enter the CWAC Volunteer Scheme, which is aimed at assisting councils wanting to participate in minor highway maintenance, bringing the volunteers under the CWAC insurance. DC to complete the application form.                                                                          | <b>DC</b> |
| <b>24/170</b> | <b>Village Spring Clean-up:</b><br>This will take place on Saturday 29 <sup>th</sup> March. ABCA will supply refreshments for all involved. To be advertised around the village. Confirm details at the next PC meeting.                                                                                      |           |
| <b>24/171</b> | <b>Acton Bridge &amp; Weaverham Trust:</b><br>Following discussions and further information it was <b>Resolved</b> that Cllr Helen Broughton would become the parish council representative on the ABWT. TW to inform the trust.                                                                              | <b>TW</b> |
| <b>24/172</b> | <b>Grant Request:</b><br>ABCA had requested a grant towards 2 new benches for the parish rooms. This had been reduced to a grant towards one, a RBL bench to go at the front of the building. The PC <b>Resolved</b> to give a grant of a maximum of £300, depending on what other grant funding ABCA secure. |           |
| <b>24/173</b> | <b>Items for Next Meeting:</b><br>Website update, Parish Rooms maintenance, Parish Rooms Lease.                                                                                                                                                                                                               |           |
| <b>24/174</b> | <b>Date of Next Meeting:</b><br>The next ABPC meeting is planned for <b>Monday 3<sup>rd</sup> March 2025 at 19:00</b>                                                                                                                                                                                         |           |
| <b>24/175</b> | <b>Part B confidential:</b><br><b>Parish Rooms Lease:</b> Meetings between ABCA representatives & PC members have taken place, there will be more meetings to progress this.                                                                                                                                  |           |

The meeting closed at 20.35

Signed:

Dated: