

**ACTON BRIDGE PARISH COUNCIL**  
**Minutes of Acton Bridge Parish Council meeting held on**  
**Wednesday 14<sup>th</sup> May 2025 at The Hazel Pear, Acton Bridge.**

**Meeting started 19.15**

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| <b>2025-6</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>By:</b> |
|               | <p><b>Present:</b> Cllr David Charlton, (Chair) Cllr David Hall (DH)<br/> Cllr Helen Broughton (HB), Cllr Olivier Van Laer (OVL), Cllr Charles Fifield (CF) Cllr Stephen Golding (SG) Cllr Leigh Wakefield (LW) (Vice Chair)</p> <p><b>In Attendance:</b> Tracey Whitlow – Clerk<br/> 1 Member of the public (MOP)<br/> Ward Cllr's Gillian Edwards &amp; Lynn Stocks</p>                                                                                                                                                                                                                                                                                          |            |
| <b>25/01</b>  | <p><b>Apologies for Absence were received &amp; accepted from:</b><br/> Cllr Trevor Brocklebank (TB),</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |
| <b>25/02</b>  | <p><b>Declarations of Members' Interests:</b><br/> Cllr Charlton, Cllr Golding &amp; Cllr Fifield as members of ABCA committee.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |            |
| <b>25/03</b>  | <p><b>Approval of Minutes:</b><br/> The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 7 April 2025 as a true and correct record. Signed by the chair.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |
| <b>25/04</b>  | <p><b>Public Participation:</b><br/> Member of the public brought information regarding fire safety at the Parish Rooms to the attention of the PC. Noted. PC representatives will discuss this at the next ABCA meeting, as this information has come to light since the last ABCA meeting. Fire safety is the responsibility of the tenant; this was given as information only.</p>                                                                                                                                                                                                                                                                              |            |
| <b>24/05</b>  | <p><b>PCSO update:</b><br/> PCSO not present.<br/> Report received by DC which has been circulated, nothing pertaining to Acton Bridge.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |
| <b>25/06</b>  | <p><b>Ward Councillor Report/s:</b> (unless an agenda item)<br/> <b>Report Received from GE:</b><br/> <b>Station car park</b> – is continuing to be an issue.<br/> <b>Former nursery site fires</b> – Appear to have ceased.<br/> <b>Members Budgets</b> - now open.<br/> GE is to complete a 13 mile walk for Alzheimer's – there will be a just giving page.</p> <p><b>Report received from LS &amp; PR:</b><br/> <b>Devolution</b> - consultation period has ended. The details of the deal are yet to be finalised.<br/> <b>Northwich Market</b> – consultation on new market in different location taking place, market to be similar to that in Chester.</p> |            |
| <b>25/07</b>  | <p><b>Accounts/Financial:</b><br/> <b>1. Ratify/Approve Payments &amp; Receipts:</b><br/> <b>Payments:</b><br/> ABCA £275 grant towards the new RBL bench at the Parish Rooms, as previously agreed.<br/> Clerks Expenses Mar-April £19.62<br/> Clerks overtime 8.5 hrs to be paid with salary.<br/> <b>Receipts:</b><br/> None</p>                                                                                                                                                                                                                                                                                                                                |            |

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| 25/08 | <b>Clerks Report:</b><br>Station Parking – TW had contacted Highways for assistance with the parking issues on Station Road. Highways have replied that they will not consider either yellow lines or ‘no Parking’ signage, as on the 2 occasions they visited the site there were no issues noted that could cause an incident. Placing of yellow lines or signage would cause issues for the residents and ultimately move the problem from one side of the road to the other.                                                                                                                                                                                                                                                                                                                                                                 |    |
| 25/09 | <b>Planning:</b><br>No new applications received, or decisions notified from LPA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | TW |
| 25/10 | <b>Other Meeting Reports:</b><br>CF had attended the JCC meeting. No issues noted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | TW |
| 25/11 | <b>Parish Rooms:</b><br>1. No information supplied from ABCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
| 25/12 | <b>Highways &amp; Speeding:</b><br>1. <b>Highways Issues:</b> No new reports<br>2. <b>A49 speed reduction.</b> No updates received from Highways.<br>3. <b>Speed Indicator Reports:</b> Following a request from the council to escalate this TW has tried to contact TWM by phone on numerous occasions, with no success as no response to emails. She has today emailed giving 7 days’ notice to respond with an action plan, otherwise the invoice for the maintenance contact and spares used will be classed as null & void, and the PC will not follow up any further, as the SID’s are still not functioning as they should be, and no attempt by the company has been made to rectify the situation since November 2024.<br>4. <b>Autumn Village Clean-up:</b> Date set for October 11 <sup>th</sup> for an autumn litter pick/clean up. |    |
| 25/13 | <b>Website:</b><br>1. <b>New Website</b> is now live.<br>2. <b>Domain name:</b> legislation is pushing towards all PC’s having a gov.uk domain. TW has obtained further information and costings. <b>Resolved</b> to go ahead with a new domain name of <b>actonbridge-pc.gov.uk</b> . TW to complete the registration required. The company now hosting the website will arrange the changeover. The hosting also comes with access to email accounts for the councillors & clerk.                                                                                                                                                                                                                                                                                                                                                              | TW |
| 25/14 | <b>Disabled Access to the station:</b><br>Discussed at length, as the PC have no jurisdiction over the station there is nothing the PC can do. There are other stations in the area with better disability access.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |
| 25/15 | <b>Internal Audit Report:</b> Deferred until next month. Audit not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
| 25/16 | <b>Exemption Certificate:</b> Deferred until next month. Audit not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
| 25/17 | <b>Annual Governance Statement 2024-25:</b> Deferred until next month. Audit not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |
| 25/18 | <b>Accounting Statements 2024-25:</b> Deferred until next month. Audit not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |
| 25/19 | <b>Provision of Public Rights:</b> Deferred until next month. Audit not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |

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| <b>25/20</b> | <b>Parish Rooms Lease</b><br>Resolution to take to Part B – confidential. <b>Resolved</b><br><b>Part B confidential:</b><br>1. <b>Parish Rooms Roof:</b> DC updated the council, to be discussed with ABCA.<br>2. <b>Parish Rooms Lease:</b> Further meeting to be held this month with ABCA. |  |
| <b>25/21</b> | <b>Items for Next Meeting:</b><br>Domain name update, Parish Rooms Lease, Bank Account, AGAR, Insurance policy.                                                                                                                                                                               |  |
| <b>25/22</b> | <b>Date of Next Meeting:</b><br>The next ABPC meeting is planned for <b>Monday 2<sup>nd</sup> June 2025 at 19:00 at</b> the Parish Rooms                                                                                                                                                      |  |
| <b>Noted</b> | <b>Resignation:</b><br>Cllr David Hall informed the council that he wished to resign after over 15 years. The council thanked him for his long-term support and commitment and wished him well. TW to notify the elections team and post the casual vacancy notice upon receipt.              |  |

The meeting closed at 20.45 Signed:

Dated: