

ACTON BRIDGE PARISH COUNCIL
Minutes of Acton Bridge Parish Council meeting held on
Monday 7th July 2025 at The Parish Rooms, Acton Bridge.

Meeting started 19.00

2025-6		By:
	Present: Cllr David Charlton, (Chair), Cllr Helen Broughton (HB), Cllr Charles Fifield (CF) Cllr Stephen Golding (SG) Cllr Trevor Brocklebank (TB). In Attendance: Tracey Whitlow – Clerk (TW) Ward Cllr's Gillian Edwards (GE) & Lynn Stocks (LS)	
25/45	Apologies for Absence were received & accepted from: Cllr Olivier Van Laer (OVL), Cllr Leigh Wakefield (LW) Ward Cllr Phil Rimmer	
25/46	Declarations of Members' Interests: Cllr Charlton, Cllr Golding & Cllr Fifield as members of ABCA committee. (Noted LW not present)	
25/47	Approval of Minutes: The Parish Council Resolved to approve the minutes of the Parish Council meeting held on 2 June 2025 as a true and correct record. Signed by the chair.	
25/48	Public Participation: None present.	
25/49	PCSO update: PCSO not present.	
25/50	Ward Councillor Report/s: (unless an agenda item) Report received from LS: Devolution Members budgets – open for community projects. Transport Plan – open until 17th August – this is on the website and FB New Local Plan- from planning- consultation open 4/7/25 – 29/08/25 – on the website & FB Highways – have received £30m from central government. No update received from highways on implementing the new speed reduction on the A49. Report Received from GE: Members budgets. A49 speed reduction – still ongoing with Highways Playground – GE, DC & MOP had a positive zoom meeting with CWAC regarding the playground, this is moving forward. VJ Day – ABCA are organising an event. New Highways Scheme – see 25/55 Wreath – for VJ Day – Cllrs resolved to lay one too, GE to purchase and be refunded. Library lunch bags – running over the school holidays.	
25/51	Accounts/Financial: 1. Ratify/Approve Receipts & Payments: R&P list presented and approved. Appendix 1 2. Clerks Expenses: May- June Expenses £53.23 (including cloud storage) approved Clerks overtime 6.2 hrs to be paid with salary.	

	3. Bank Reconciliation: Received & approved. Appendix 2 4. Q1 cashbook & variances Reviewed and approved. No significant variances noted to budget.	
25/52	Clerks Report: VAT refund received. HMRC Q4 paid amount is wrong against the payroll figures but correct on the HMRC portal – TW spent over an hour on the phone to get it corrected, but no success. Noted there is a payment of £148.89 outstanding to HMRC. This will be held in EMR until HMRC find their error. AGAR: All relevant paperwork has been added to the website and sent to the External Auditor. ACRE/NALC – flood resilience planning survey received 04/07/25 DC to complete.	DC
25/53	Planning: New applications received/comments ratified on applications received since the last meeting: 25/01721/FUL – 47 Hill top Rd- Erection of front porch. Reviewed. Resolved no comments or objection. 25/01745/FUL -Tolverne 2 Milton Rough Acton Bridge Northwich Cheshire CW8 2RF Proposal: Erection of a front porch, and a rear single storey extension, with first floor balcony. Alterations to windows, doors and first floor dormers. Replacement roof and windows, and installations of solar panels. Reviewed – Resolved no comments or objections. Decisions notified from LPA: 25/00799/FUL - Hillcliffe House Cliff Road Acton Bridge Northwich CW8 3QP Proposal: Demolition of existing porch, erection of single storey extension. Approved New Local Plan Consultation: Information received on 04/04/25 – consultation open until 29/08/25. TW & CF to attend an information meeting tomorrow – will feed back relevant information. Information has been added to the website. TW to try to organise a meeting with Highways for all councillors with Crowton PC. There is a potential for new housing in Acton Bridge due to the railway station location. Cllrs to collate a response to the consultation.	Cllr's
25/54	Other Meeting Reports: DC & GE attended a playground meeting – positive meeting to setting up the Friends of Acton Bridge Playground. WIP. CF has met with the chair of Crowton PC to discuss the potential of the two villages sharing the village magazine. ABCA AGM – positive meeting with VJ Day and works to parish rooms discussed.	
25/55	Highways & Speeding: Highways Issues: A49 speed reduction. No further updates received from Highways. Speed Indicators – TW has contacted Rock Graphics who will attend to any issues on a 'as-and-when' basis. - Complaints received during the white line marking on the new surface of the A49, as contractors working through the night with loud machinery. New Highway Initiative: GE had forwarded information from Highways. Each ward is being allocated @ 1 week of man hours for small highways works, which require no materials. DC to collate sites for works and circulate. TW to submit.	DC TW
25/56	Domain name:	

	TW has found company to take this forward with the agreed actonbridge-pc.gov.uk domain name. Application is being processed.	
25/57	Bank Accounts: To consider changing banks: TW & DC reported that the current banks, Co-operative Bank, online banking is not the best/easiest to use, TW would like to be able to produce a statement to meeting dates but this is not possible, paper copies still received, setting up new payee's is a 2-login process, taking more time than necessary. Resolved for TW to contact Barclays to open a new account. Further Resolved for TW to set up an interest-bearing account.	TW
25/58	Co-option: TW confirmed that the PC can now co-opt a further councillor. HB to advertise this.	HB
25/59	Items for Next Meeting: Ratify comments for the local plan. Policy review. New policies- IT, Internet Banking & Biodiversity. A49 speed reduction. Co-option.	
25/60	Parish Rooms Roof: Resolution to take to Part B – confidential. Resolved Part B confidential: 1. Parish Rooms Roof: DC has received 3 quotes for work to the roof, but there is disparity between the works identified from the 3 contractors. Resolved to obtain a structural engineers specification for the lintel to be sent out to contractors for further quotes on a common basis.	DC
25/61	Date of Next Meeting: The next ABPC meeting is planned for Monday 1st September 2025 at 19:00 at the Parish Rooms	

The meeting closed at 20.55

Signed:

Dated:

Appendix 1.

Appendix 2.

Acton Bridge Parish Council Receipts & Payments for Authorisation		07/07/2025
<u>Income Received since last meeting:</u>		
VAT Refund		£267.68
		£267.68
<u>Payments ratified/for approval</u>		
R	Chip hosting - domain name	£17.50
R	Refund Cllr Defib pads	£60.00
A	Clerks Expenses May-June	£53.23
		£130.73

<u>BANK RECONCILIATION</u>	
Co-operative Bank	£21,497.95
Total	£21,497.95
<u>CASH BOOK RECONCILIATION</u>	
B/F Co-op Bank	£13,268.87
Total B/f 01.04.25	£13,268.87
Receipts to date	£10,887.68
Expenditure to date	£2,658.60
Balance	£21,497.95