

ACTON BRIDGE PARISH COUNCIL
Minutes of Acton Bridge Parish Council meeting held on
Monday 1st September 2025 at The Parish Rooms, Acton Bridge.

Meeting started 19.00

2025-6		By:
	Present: Cllr David Charlton, (Chair), Cllr Leigh Wakefield (LW), 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)	
25/62	Apologies for Absence were received & accepted from: Cllr Olivier Van Laer (OVL),	
25/63	Declarations of Members' Interests: Cllr Charlton, Cllr Golding, Cllr Fifield, as members of ABCA committee.	
25/64	Approval of Minutes: The Parish Council Resolved to approve the minutes of the Parish Council meeting held on 7 July 2025 as a true and correct record. Signed by the chair.	
25/65	Public Participation: None present.	
25/66	PCSO update: PCSO not present. DC has received the PCSO newsletter, nothing pertaining to Acton Bridge.	
25/67	Ward Councillor Report/s: (unless an agenda item) Report received from LS: Devolution Members budgets –closed until 2nd October due to purdah (Bi-election in the Strawberry Ward in Ellesmere Port)) Playground is overgrown again, it has been reported. Report Received from GE: New Local Plan consultation is now closed, it will be 12 months before the draft report is completed. GE had held local roadshows to inform the residents. All planning application will continue to be reviewed against current legislation A49 speed reduction – still ongoing with Highways, emails sent, should now be completed before December. VJ Day – Organised by ABCA went well, many thanks to the committee, also the joint service at St Mary's was well attended. New Highways Scheme – information for Acton Bridge sent in. Library lunch bags – running over the school holidays, 560 sent out, the scheme will be extended in future as the need is there.	
25/68	Accounts/Financial: 1. Ratify/Approve Receipts & Payments: R&P list presented and approved. Appendix 1 2. Clerks Expenses: July – August Expenses £19.62 approved Clerks overtime 1.5 hrs to be paid with salary. 3. Bank Reconciliation:	

	Received & approved. Appendix 2 4. NALC contractual pay increase noted, backdated to 01.04.25	
25/69	Clerks Report: Village autumn clean up: will take place on the 11/10/25 as previously discussed. DC has ordered the equipment. TW to complete the risk assessment. DC to liaise with ABCA regarding refreshments. NALC flood survey: completed by DC Highways Initiative Scheme: completed by TW NALC contractual pay increase noted, backdated to 01.04.25	
25/70	Planning: New applications received/comments ratified on applications received since the last meeting: No new planning applications received. 25/01721/FUL The Lodge 47 Hill Top Road Acton Bridge Northwich Erection of front porch Approved 28/07/25 25/00601/FUL Bonnie Cottage Strawberry Lane Acton Bridge Northwich CW8 3QF Proposal: Replacement dwelling. Approved 16/07/25	
25/71	Other Meeting Reports: ABCA meeting attended by DC. VJ event was a success. Local Plan online meeting attended by councillors. Public meeting for the Local Plan was well attended by the residents. Cemetery meeting took place 19.08.25 – nothing to report – minutes will be available on the ABPC website.	
25/72	Highways & Speeding: 1. Highways Issues: GE to follow up the hatched white lines at the Hazel Pear junction. 2. A49 speed reduction. See 25/67	
25/73	Domain name: Application for actonbridge-pc.gov.uk was successful. The website will be running from this within the next week, with forwarders from the old domain in place. TW to set up email accounts for clerk and chair initially.	
25/74	Bank Accounts: TW has contacted Barclays, and expects to have a new account opened in the coming weeks. Barclays will manage the move of funds from the Co-operative Bank. Once opened a new interest-bearing account will also be opened. New mandate to be completed.	TW
25/75	Co-option: No applications received to date. TW to advertise via Facebook and website, with a closing date of 30.09.25	
25/76	Consultations: Transport Plan: Details of this were shared on Facebook and the website. New Local Plan Consultation: Following discussions with other councillors DC has submitted on behalf of the PC, to keep the green Belt, retain the identity of the village, limit	

	number of new homes to a modest amount, new housing should complement existing properties and not try to replicate existing. Village Housing Needs Survey: Thanks to all that completed the survey. The results will be collated and added to the PC website.	
25/77	Policy Review: Freedom of information Policy. Publication Scheme. Co-option Policy. Complaints Procedure were all reviewed, no amendments made.	
25/78	New Policies: Draft Internet Banking policy and Biodiversity policy were amended and adopted. TW to update schedule and add to website. IT policy reviewed, amendments necessary, to add to October agenda for further review.	TW
25/79	Items for Next Meeting: IT Policy, Document Retention Policy, A49 speed reduction. Co-option. Appointment of Internal Auditor.	
25/80	Parish Rooms Roof: Resolution to take to Part B – confidential. Resolved Part B confidential: Resolved to accept DC's recommendation as in the clerks confidential notes. Appendix 3 Confidential.	TW
25/81	Date of Next Meeting: The next ABPC meeting is planned for Monday 5th October 2025 at 19:00 at the Parish Rooms	

The meeting closed at 20.35

Signed:

Dated:

Appendix 1.

Appendix 2.

Acton Bridge Parish Council Receipts & Payments for Authorisation		01.09.25
<u>Income Received since last meeting:</u>		
		£0.00
<u>Payments ratified/for approval</u>		
R	refund clerk gov.uk domain reg	£24.00
R	R Clancy - Structural engineer	£180.00
R	MOP refund plants	£20.97
A	clerks expenses July -Aug	£19.62
A	JCC - precept	£128.43
		£373.02

<u>BANK RECONCILIATION</u>		<u>15/08/2025</u>
Co-operative Bank	£20,691.53	
Total		£20,691.53

<u>CASH BOOK RECONCILIATION</u>		<u>22/08/2025</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	£3,898.76	
Balance	£20,257.79	
Plus uncleared items	£433.74	
Final Balance		£20,691.53