

ACTON BRIDGE PARISH COUNCIL
Minutes of Acton Bridge Parish Council meeting held on
Monday 2nd October 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 Olivier Van Laer (OVL), Cllr Stephen Golding (SG) Cllr Trevor Brocklebank (TB). In Attendance: Tracey Whitlow – Clerk (TW) Ward Cllr's Gillian Edwards (GE) & Lynn Stocks (LS)	
25/82	Apologies for Absence were received & accepted from: Cllr Charles Fifield (CF)	
25/83	Declarations of Members' Interests: Cllr Charlton, Cllr Golding, as members of ABCA committee. Cllr Van Laer – planning application 25/02539/FUL	
25/84	Approval of Minutes: The Parish Council Resolved to approve the minutes of the Parish Council meeting held on 1 September 2025 as a true and correct record. Signed by the chair.	
25/85	Public Participation: None present.	
25/86	PCSO update: PCSO not present. PCSO newsletter has been circulated and added to the website. Nothing pertaining to Acton Bridge.	
25/87	Ward Councillor Report/s: (unless an agenda item) Report received from GE: First flood alert of the season has happened. Slight issues on the method of communication raised. Flood meeting to be held next week. Highways Initiative has begun in some areas, currently not yet in this ward. A49 speed reduction should be complete before the end of the year. Sand bag storage discussed. Replacement stile on Footpath discussed. Add to next agenda. Report Received from LS: Play area hedges have been cut back – will ask for this to be added to the annual maintenance program. Green belt survey to come out shortly.	
25/88	Village Clean Up Day – this weekend. ABCA to provide refreshments. DC has made all the arrangements for equipment and bags.	
25/89	Accounts/Financial: 1. Ratify/Approve Receipts & Payments: R&P list presented and approved. Appendix 1. Clerks September overtime of 5.75 hours approved. 2. Cashbook and Outturn Q2. Approved. LW suggested one item be edited going forward for the remainder of the year.	

	3. Bank Reconciliation: Received & approved. Appendix 2	
25/90	Clerks Report: Playground swings - TW asked ward councillors to confirm with CWAC that the seats, paid for via members budget, have been replace. Remembrance Service – Hartford Community Memorial Orchard 24.10.25 10am. Councillors will try to attend.	
25/91	Planning: New applications received/comments ratified on applications received since the last meeting: 25/02759/FUL Todwick 3 Cliff Road Acton Bridge Northwich CW8 3QY Proposal Single story extension in courtyard and replacement of existing flat roof with pitched roof. This application has not been notified to the PC. TW to check on end of comments date. 25/02539/FUL Hillside Strawberry Lane Acton Bridge Northwich CW8 3QF Proposal: Construction of single storey rear and side extensions, new front sliding gates with stone pillars. Application reviewed via email due to end of comments date. OVL was excluded from these emails. Ratified resolution of no comments. Other Notifications Received: 25/01745/FUL Tolverne 2 Milton Rough Acton Bridge. Approved 09/09/25	
25/92	Other Meeting Reports: The Liverpool – Manchester Partnership Railway Board. We were expecting an update on that and the Northern Powerhouse Rail project at the Labour Party Conference but that has been delayed. This unfortunately could reduce investment in the Mid Cheshire Line. The Cheshire and Warrington Business Advisory Board. The business community has been a strong supporter of devolution and were pleased to see all 3 Local Authorities voted to support it.	
25/93	Highways & Speeding: 1. Highways Issues: GE has follow up the hatched white lines at the Hazel Pear junction and the parking by with station with a site meeting with Highways. 2. A49 speed reduction. See 25/87 3. SID's TW had noted SID at Milton rough not working tonight. To follow up. Report to maintenance company if not working.	
25/94	Domain name: Domain name has now been changed to www.actonbridge-pc.gov.uk Email accounts for all councillors set up. Resolved that all council business will be conducted via official emails from 15.10.25 to enable remaining cllrs to activate.	Cllrs
25/95	Bank Accounts: TW has completed all the paperwork for change of bank, but is required to take this into a branch. To be done ASAP	TW
25/96	Co-option: No applications received to date. TW to advertise via Facebook noticeboard and website, with a closing date of 31.10.25 Cllrs to advise MOP when opportunities arise.	

25/97	Internal Auditor: Deferred until next month.	
25/98	Resilience Plan: 1. DC had met with Environment Agency and others. Pickerings is used as a measure for flood alerts but noted this may not always be accurate due to the locks. 2. Resilience Plan, in its new format, reviewed, small amendments made. Resolved to re-adopt	
25/99	New Policies: IT Policy – further amendments made. Bring back to November meeting. Document Retention policy approved. Resolved to adopt. TW to add to website.	TW
25/100	Grant Application: Grant application received from ABCA for £200 towards the Christmas tree lighting event. Discussed. Vote taken. Resolved not to award a grant this year, as no budget line, but to add to next years budget for the funding of, going forward. TW to liaise with ABCA to apply for a members budget to cover the cost.	TW
25/101	Items for Next Meeting: IT Policy, Document Retention Policy, A49 speed reduction. Co-option. Appointment of Internal Auditor. 1 st pass budget. Footpath stile. Staffing.	
25/102	Parish Rooms Roof: Resolution to take to Part B – confidential. Resolved Part B confidential: 1. Part B minutes 01.09.25 approved. 2. Resolved for DC to liaise with contractors. Appendix 3 Confidential notes.	
25/103	Date of Next Meeting: The next ABPC meeting is planned for Monday 3rd November 2025 at 19:00 at the Parish Rooms	

The meeting closed at 20.45

Signed:

Dated:

Appendix 1.

Acton Bridge Parish Council		
Receipts & Payment Schedule		06/10/2025
<u>Income Received since last meeting:</u>		
		£0.00
		£0.00
<u>Payments ratified/for approval</u>		
R	ABCA Grant - bench	£275.00
		£275.00

Appendix 2.

<u>BANK RECONCILIATION</u>		<u>19.09.25</u>
Co-operative Bank		£20,257.79
Total		<u>£20,257.79</u>
<u>CASH BOOK RECONCILIATION</u>		
B/F Co-op Bank		£13,268.87
Total B/F 01.04.25		<u>£13,268.87</u>
Receipts to date		£10,887.68
Expenditure to date		£4,637.45
Balance		<u>£19,519.10</u>
Plus uncleared items		£738.69
Balance 30.09.25		<u>£20,257.79</u>