

**ACTON BRIDGE PARISH COUNCIL**  
**Minutes of Acton Bridge Parish Council meeting held on**  
**Wednesday 15<sup>th</sup> April 2026 at The Parish Rooms, Acton Bridge.**

**Meeting started 19.00**

<b>2025-6</b>		<b>By:</b>
	<p><b>Present:</b> Cllr David Charlton (Chair) (DC), Cllr Leigh Wakefield (LW), Cllr Olivier Van Laer (OVL), Cllr Stephen Golding (SG), Cllr Helen Broughton (HB)</p> <p><b>In Attendance:</b> Tracey Whitlow – Clerk (TW), Ward Councillor Gillian Edwards (GE)</p>	
<b>25/205</b>	<p><b>Apologies for Absence were received &amp; accepted from:</b>  Cllr Charles Fifield (CF),  Cllr Trevor Brocklebank (TB) – attending Cemetery meeting  Ward Councillor Lynn Stock (LS)</p>	
<b>25/206</b>	<p><b>Declarations of Members’ Interests:</b>  Cllr Golding &amp; Charlton as members of ABCA committee.</p>	
<b>25/207</b>	<p><b>Approval of Minutes:</b>  The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 2<sup>nd</sup> March 2026 as a true and accurate record. Signed by the chair.</p>	
<b>25/208</b>	<p><b>Public Participation:</b>  None present</p>	
<b>25/209</b>	<p><b>PCSO update:</b>  The new PCSO not present.</p>	
<b>25/210</b>	<p><b>Ward Councillor Report/s:</b> (unless an agenda item)  Written report received from LS covering:  National Planning Framework  20 mph speed reductions outside of educational facilities.  CWAC extraordinary council meeting to discuss the Peak cluster and housing supply figures for CWAC.  GE reported on:  Older Personal Active Living (OPAL) will be starting at the Parish Rooms. More interested residents are needed.</p>	
<b>25/211</b>	<p><b>Matters Arising:</b> (from previous minutes if not an agenda item)  WW1 Memorial at Weaverham Methodist church – Cllr GE is pursuing this but unfortunately is moving slowly.  All JCC information supplied has been uploaded to the website.  Due to the change of date 2 MOP’s tried to attend the meeting last week. TW to add a meeting date schedule to the noticeboard.</p>	<b>TW</b>
<b>25/212</b>	<p><b>Accounts/Financial:</b>  <b>Ratify/Approve Receipts &amp; Payments:</b></p> <ol style="list-style-type: none"> <li>1. R&amp;P list presented and approved. Appendix 1.</li> <li>2. Bank reconciliation of 31.03.26 approved and signed. Appendix 2</li> </ol>	

	3. Noted year end documents have been uploaded to the website to facilitate the 2025-26 Internal audit.	
25/213	<p><b>Clerks Report:</b>  Invoice from CWAC for contribution to A49 speed reduction received and paid £2066.67  Parish Rooms roof repair work has been completed and invoice paid.  Invoice from CWAC received today for the refunding the members budget received of £460  Complaint submitted to Barclays due to issues with payment approvals.</p>	
25/214	<p><b>Planning:</b>  <b>New applications received/comments ratified for applications received since the last meeting:</b>  None received since the last meeting.</p> <p><b>Other Notifications Received:</b>  <b>25/02965/FUL</b> Car Park Adjacent 19 Warrington Road Acton Bridge: Replacement boundary treatment consisting of dwarf wall, rail fencing and replacement gates. <b>Approved.</b></p> <p>MOP has contacted the PC with concerns over a personal letter box placed at the entrance to the old nursery being an old Post Office post box, still painted pillar box red. Concerns that residents could mistake this the actual post box which is in close vicinity. TW to report.</p>	TW
25/215	<p><b>Other Meeting Reports:</b>  TB &amp; CF attended the JCC meeting.</p>	
25/216	<p><b>Highways &amp; Speeding:</b>  <b>Highways Issues:</b></p> <ol style="list-style-type: none"> <li>1. PC continue to monitor the SID's</li> <li>2. Hazel Pear junction and hatched area in centre of road have now been re-lined.</li> <li>3. Sewage leak on Acton Road reported.</li> </ol>	
25/217	<p><b>Bank Accounts:</b>  Co-Op bank account to now be closed, following Audit. Left open in case of any queries and having access to the internet banking.</p>	TW
25/218	<p><b>Village Spring Clean:</b>  Will take place on 25/04/26. ABCA to supply refreshments. DC has ordered the equipment from CWAC. DC to add to Facebook.</p>	DC
25/219	<p><b>Co-option:</b>  No applications received to date.  TW to continue to advertise via Facebook, noticeboard and website.  Cllrs to advise MOP's when opportunities arise.</p>	TW
25/220	<p><b>Policy Review:</b>  Updated Data Protection Policy reviewed. <b>Resolved</b> to adopt. TW to add to website.</p>	TW
25/221	<p><b>Parish Rooms Roof:</b>  Work has been completed.  ABCA contribution of £3200 received.  Invoice balance paid £7294.52  Building Regs applied for. Contractor has sufficient photos.</p>	

25/222	<b>Parish Rooms Lease:</b> Now that the roof repairs are complete the lease renewal negotiations can be completed. LW & CF to consult with ABCA.	
25/223	<b>Internal Audit Report:</b> AGAR Internal Audit reviewed. Signed by TW and the chair. TW to upload to the website. Internal auditors year-end report contained 2 points raised but these actions had been completed and missed by the auditor.	TW
25/224	<b>Exemption Certificate:</b> Exemption certificate signed by clerk and chair. TW to upload to website and send to the External Auditor.	TW
25/225	<b>Annual Governance Statement:</b> Review completed. Signed by the clerk and the chair. TW to upload to website.	TW
25/226	<b>Account Statements:</b> <b>Resolved</b> to approve. Signed by TW and the chair. TW to upload to the website.	
25/227	<b>Provision of Public Rights:</b> Dates set for <b>Wednesday 03.06.26 to Tuesday 14.07.26.</b> Notice to be added to the notice board and website before 03.06.26.	TW
25/228	<b>Items for Next Meeting:</b> ABCA lease.	
25/229	<b>Date of Next Meeting:</b> The next ABPC meeting is planned for <b>MONDAY 18<sup>TH</sup> MAY 2026</b> , following the Annual Meeting of the Parish Council <b>at 19:00</b> at the Parish Rooms. Change of date due to Bank Holiday.	

The meeting closed at 20.50

Signed:

Date

Appendix 1.

Appendix 2.

<b><u>BANK RECONCILIATION</u></b>	<b><u>31.03.26</u></b>
Co-operative Bank	£0.00
Barclays current a/c	£3,857.28
Barclays Deposit a/c	£18,500.00
<b>Total</b>	<b><u>£22,357.28</u></b>
<b><u>CASH BOOK RECONCILIATION</u></b>	
B/F Co-op Bank	£13,268.87
<b>Total B/F 01.04.25</b>	<b><u>£13,268.87</u></b>
Receipts to date	£16,650.67
Expenditure to date	£7,562.26
<b>Balance</b>	<b><u>£22,357.28</u></b>

<b>Acton Bridge Parish Council</b>		
<b>Receipts &amp; Payment Schedule</b>		15.04.26
<i><u>Income Received since last meeting:</u></i>		
ABCA	Contribution to roof	£3,200.00
CWAC	Precept	£11,120.00
ABCA	Rent - lease	£5.00
		<u>£14,325.00</u>
<i><u>Payments ratified/for approval</u></i>		
LPB Builders	Parish Rooms roof	£7,294.52
CWAC	Speed reduction	£2,066.67
S Lilly	Internal Audit	£50.00
		<u>£9,411.19</u>