

ACTON BRIDGE PARISH COUNCIL

Minutes of the meeting held on Tuesday 1st May 2018 at 7-00pm in the Parish Rooms.

Present	R Holt Chairman S Pardoe Vice Chairman C Ballantyne-Roberts R Forbes D Hall J Oliver Clr H Tonge CW&C
Apologies	H Bayley Clr C Fifield Clr P Williams CW&C

There was one members of the public present.

1 Public Matters

There were no Public Matters.

2 Approval of Minutes

Minutes of the 3rd April 2018 meeting

The minutes were agreed and signed.

3 Matters Arising

Meeting of the 3rd April 2018

a) Town Farm Quarry

There was no news of any submissions or actions by the applicants subsequent to the Planning Committee meeting of the 6th March 2018.

b) Temporary planning permission for mobile home on Station Road

The subject of fracking had been raised by Mr Whitlow under this item and he had stated that landowners in the Village have been contacted by a contractor for permission to enter their land. The Chairman said that he had been contacted by other landowners, since the meeting in March. Clr Tonge said that there have been many contacts in other areas of CW&C.

Meeting of the 5th February 2018

1. Public Matters

Dog fouling – a number of areas as well as Hill Top Road are in a bad state due to dog owners not collecting the waste from their dogs. There was general discussion on the need for more waste bins in the Village. The Chairman has been in touch with 'Streetscene' and made a request for the bin at the railway bridge in Chapel Lane but this had been refused on the grounds that the vehicles that empty the bins would not be able to access the site. The Parish Council do not accept this decision as the vehicles carrying out the weekly emptying of household bins are able to access the site.

The Chairman reported that he has raised the issue again with CW&C but had not made any progress. The Chairman suggested that a site visit with CW&C be requested. This was agreed. **Action Clr Holt**

3 Matters Arising

Superfast Broadband

Considerable work has again been done, now on Hill Top Road to connect services and to install the cabinet.

Interactive Signs

Following the agreement with CW&C for four sites (Acton Lane, Hill Top Road, Milton Rough and Station Road) together with the necessary permissions for work to be done on the highway to install the mounting posts for the signs at the agreed locations, quotations had been sought from three suppliers

Actions Clr Pardoe and Clr Holt completed

Clr Pardoe had prepared a spread sheet of the quotations. The Chairman reported on the figures that had been provided and that TWM had been asked to clarify their extent of supply and costs particularly of the solar power units as these appeared out-of-line with the other Companies. This has been done and the new figures incorporated in the spread sheet.

Clr Forbes asked about the supply of two signs as mentioned in the quotes. It was clarified that CW&C do not like empty posts being installed and contributing to unnecessary street furniture.

Clr Forbes also asked about the quality of the equipment that has been offered. It was stated that the TWM equipment has been viewed at Winsford. A potential problem with one supplier was that the equipment is manufactured in France and could necessitate additional costs or problems should equipment have to be returned.

The Parish Council considered the total costs of the project, consisting of four posts with solar equipment plus two signs that can be transferred.

It was proposed by Clr Hall and seconded by Clr Pardoe that the contract should be awarded to TWM Winsford at a total cost of £7,005.00. This was agreed unanimously. TWM are to be informed and the other Companies are to be thanked for their interest in the work. **Action Clr Pardoe & Holt**

CW&C are also to be informed of the decision to go ahead and their request for plans of the proposed locations will be actioned. **Action Clr Pardoe & Holt**

The Chairman reported that he had checked the insurance for the signs and Zurich had confirmed that the policy covers assets up to a total value of £10,000. This is sufficient for the assets insured by the Parish Council.

Planning Applications

Replacement Bowls Storage Facility at the Parish Rooms. Details have been received of proposals to renew the present structure with a similar size timber building. The existing building is in need of significant repair. The replacement building, for the same use and content as the existing and at an estimated cost of £7500, has been discussed and accepted by ABCA. The cost will be carried by the Bowls Section of ABCA.

The proposals were accepted by the Parish Council. The Parish Council as owners of the land would have to submit a planning application. ABCA and Bowls Section will be notified of the Parish Council's agreement. This has been done. **Action Clerk Completed**

The Chairman had subsequently contacted CW&C Planning Department. He had copied Mr N Casselden into the request for planning procedure and had quoted the earlier approvals. Mr Casselden had responded and said the the building could be classed as 'permitted development' under the Town and Country Planning (general Permitted Development) Order, 2015 (as amended). The relevant part being section 12. He stated that there is no requirement for the Parish to do anything further in terms of planning. If a formal Notice is required then Planning would require an application for a Lawful Development Certificate – however, this is not mandatory.

After consideration the Parish Council decided that an application for a Lawful Development Certificate should be submitted. **Action Clerk**

Reports from other meetings

a) Joint Cemetery Committee

Clr Bayley had mentioned that a "bereavement portal" link is available on the Weaverham website. Clr Pardoe will add a link to it from the Acton Bridge site.

Clr Pardoe reported that he had not been able to locate the link but would continue to try.

Action Clr Pardoe ongoing

Village Matters

a) Clr Pardoe gave an update of information concerning the new General Data Protection Regulations (GDPR). He said that he is progressing the document of what the Parish Council will have to do to comply. New information is arriving all the time. **Action Clr Pardoe ongoing**

4 Planning Applications.

a) There were no new planning applications this month

5 Planning Decisions

a) Application 18/00683/FUL, 25 Chapel Lane Acton Bridge - Demolition of existing conservatory and erection of a single storey rear extension. Application approved.

It was noted that there has been no information on the web of the stables that had been reported at this location.

6 Financial Matters

6.1 Authorisation of Cheques

The following cheque was approved and signed;

Zurich Municipal Insurance £270.60

6.2 Annual Governance and Accountability Returns - Smaller Authorities Audit Appointments

In accordance with the instructions and guidance provided by SAAA, the Parish Council completed the following actions;

6.2.1 Annual Governance Statement

The Section 1 - Annual Governance Statement containing nine parts was examined and discussed on a part by part basis. Parts 1 to 8 inclusive were confirmed in the affirmative. Part 9 was determined as not applicable. Minute reference 6.2.1 was entered on the form, together with the date of the meeting (1st May 2018) and was signed by the Chairman and Clerk.

6.2.2 Accounting Statements for 2017 / 18

The accounts of the annual income and expenditure for the Parish Council in 2017 / 18 had been circulated to members prior to the meeting. Those accounts were examined and found to be complete and accurate. Copies were signed by the Chairman and Clerk.

The relevant details of the accounts for 2017 – 2018 were transferred into the Section 2 Accounting Statements 2017 /18 by the Clerk using the details from the approved annual accounts. The Accounting Statements 2017 / 18 was approved by the meeting and Minute reference 6.2.2 was entered on the form, together with the date of the meeting (1st May 2018) and was signed by the Chairman and Clerk..

6.2.3 Certificate of Exemption

The criteria for qualification for a Certificate of Exemption were examined by the Parish Council and confirmed that the Parish Council is compliant. The Parish Council also agreed that publication of the stated documents and associated detail will be published on the web site before 2nd July 2018. The Certificate of Exemption form was completed and signed by the Chairman and Responsible Financial Officer

7 CWAC Ward Councillors

Clr Tonge gave a review of matters arising in CW&C. He mentioned that the Councillors budgets will again be £5,000 per Councillor.

He also said that Mr N Casselden is to leave CW&C.

A topic called Social Isolation is being raised by CW&C and they would look to Parish Councils to provide information.

8 Reports from other meetings

a) Joint Cemetery Committee

There had been a recent meeting of the Joint Cemetery Committee and the new Clerk (Carol Robinson) had mentioned that Acton Bridge are allowed three members on the JCC. The Chairman said that the Parish Council did know this but had not been able to get the additional volunteer. Clr C Ballantyne-Roberts offered to fill the vacancy. This was greatly welcomed and the JCC Clerk will be notified. **Action Clerk**

The Chairman said that he had received an email shortly before the meeting from Clr Bayley on the subject of JCC assets and the structure of the Committee. Clr Oliver had not been able to attend the relevant JCC

and could not give any clarification. A particular point, that has been raised with the auditors, is that joint bodies are not legal entities and cannot own assets or have employees. It is confusing as the JCC do not own assets and only manage on behalf of the three Parish Councils. The next meeting is 22nd May when there may be more clarification.

b) Weaverham & Acton Bridge Trust

Clr Pardoe reported on a meeting of the Weaverham & Acton Bridge Trust, held on 15th March. He said that the vicar of St Mary's is to leave the Parish and that he has been asked to take over as Chairman of the Trust in the interim pending the arrival of a new vicar. He also said that he is to be a signatory to the bank account to enable grants to be paid.

9 Correspondence

Countryside Voice Spring 2018
Cheshire Viewpoint Spring 2018
CPRE – Fieldwork Spring 2018
LAPU – landscape amenities - catalogue

Other correspondence has been circulated. Requests for cheques covered under Item 6.

10 Village Matters

a) Clr Hall reported that the head-teacher of Weaverham High School is to retire. He has given many years of valuable service. A new head is to be appointed and is from existing staff.

b) Clr Forbes asked about the road markings at the Hazel Pear junction and if a date for the work could be obtained. **Action Clr Holt**

c) Clr Ballantyne-Roberts commented that the speed camera van has not been in the Village for some time.

d) Clr Pardoe mentioned that Kingsley Parish has a new clerk, named Laura Jacob.

11 A.O. B

No topics.

12 Date of next meeting

The next meeting will be on Monday 4th June 2018, starting at 7-30pm.