

ACTON BRIDGE PARISH COUNCIL

Minutes of the meeting held on Monday 4th June 2018 at 7-30pm in the Parish Rooms.

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

There was one member of the public present.

The first Agenda Item was the election of Chairman and Vice Chairman. Clr Pardoe reiterated his intention not to stand for election when the current term for the Council closes in May 2019. He also said that he had given thought to the question of succession of officers and had taken advice from external colleagues on the matter. As a consequence he would not stand for office on this occasion.

Clr Fifield stated that he would not stand due to his other commitments. The Clerk took charge of the elections. Clr Holt left the room.

It was proposed by Clr Fifield and seconded by Clr Ballantyne-Roberts that Clr Holt be elected Chairman and this was carried.

After further discussion on the post of Vice Chairman, there was no immediate candidate wishing to stand. It was agreed that Clr Pardoe would serve for a one month extension period and that a note should be circulated to all members, especially for the benefit of those absent, advising this and that members should consider their availability and thoughts on standing. **Action Clr Holt**

1 Public Matters

The applicant, Mr Whitlow, for the temporary home on Station Road said that he has sent in an appeal against the refusal of permission by CW&C. The Chairman said that the Parish Council has not received notification as yet. He also said that normally the Parish Council will resist new build in the green belt.

2 Approval of Minutes

a) The AGM minutes were agreed as accurate and were initialled by the Chairman pending approval at the 2019 AGM. There were no actions to be addressed.

b) Minutes of the 1st May 2018 meeting

The minutes were agreed and signed.

3 Matters Arising

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.

Fracking

The Chairman said that he had been contacted by other landowners and farmers and that the Company (or their agents) were very persistent in trying to get commitments from them.

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 and that a site meeting has been arranged. Action Clr Holt Completed

Any members who wished to join the Chairman were welcome to do so.

Action Clr Holt

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.

The Chairman confirmed that TWM Winsford have been notified they have been awarded the contract at a total cost of £7,005.00 and that CW&C have also been informed of the decision and the request for plans of the proposed locations has been actioned.

Actions on Clrs Pardoe & Holt

Completed

Subsequent to CW&C being notified, significant paperwork has been received from them that has to be completed in order to obtain the Section 50 licences. The process includes contacting all the utilities to advise them of the proposed locations of the signs and checks for obstructions, hazards, etc. The paperwork is being progressed by Clrs Pardoe and Holt.

The Chairman said that a period of 28 days has to elapse from when the notices were displayed, at the four locations by CW&C, for observations to be made by any residents. He also said that CW&C has stated that a fee of £331.00 will be due for processing and granting of the Section 50 licences. The fee could have been £331 for each location but CW&C will charge just one overall fee of £331.

Regarding residents comments, the Chairman said that there have been comments from the landowner at the Milton Rough location. A minor repositioning had been requested to assist working arrangements. This will be taken on-board.

Replacement Bowls Storage Facility at the Parish Rooms.

Further to the proposals to renew the present structure with a similar size timber building and the Parish Council decision that an application for a Lawful Development Certificate should be submitted the required application form has been obtained.

Action Clerk Completed.

CW&C has also stated that a fee of £240 will be required. The Chairman said that he would inform ABCA and the Bowls Committee.

Action Clr Holt

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. Clr Pardoe reported that he has not had any success but will make further enquiries. **Action Clr Pardoe ongoing**

Village Matters

a) Clr Pardoe reported on the work he has done in developing the Parish Council policy concerning the new General Data Protection Regulations (GDPR). He said that he has incorporated the proposals from ChALC and that the document is ready (refer to Item 11). **Action Clr Pardoe Completed**

b) Clr Forbes asked about the road markings at the Hazel Pear junction and if a date for the work could be obtained. The Chairman said he has spoken to CW&C and they confirmed that the work is in this year's budget but they did not have an actual date. They would check with the contractors.

Action Clr Holt ongoing

4 Planning Applications.

a) There were no new planning applications this month

5 Planning Decisions

a) Application 17/05184/FUL, Temporary planning permission for a period of three years for a mobile home to house an agricultural worker– Station Road. As reported in Public Matters, the applicant has submitted an appeal against the decision to refuse the application.

b) Milton Heys, Sandfield Lane, application 18/01178/HHE, Demolition of existing conservatory and erection of a single storey extension. The application has been refused.

6 Financial Matters

6.1 Authorisation of Cheques

The following cheques were approved and signed;

Information Commissioners Office –renewal fee	£40.00
Cheshire West and Chester Council – fee re Section 50 licence for interactive signs	£331.00

6.2 Annual Governance and Accountability Returns - Smaller Authorities Audit Appointments

Further to the completion at the meeting of 1st May, of the;

Annual Governance Statement

Accounting Statements for 2017 / 18

Certificate of Exemption

the items will be published on the web site and the Certificate of Exemption sent to the Auditors. All information is with the Internal Auditor and his report, together with the 'Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority)' will also be published and displayed within the stipulated time scale.

Action Clerk

7 CWAC Ward Councillors

Clr Tonge gave a review of matters arising in CW&C. He said that Clr Black is to be the new Mayor of Chester. He also said that there is further work to be done on the 'Parking Policy' and charges.

There has been no update as yet on the proposed boundary changes and numbers of councillors. Clr Pardoe mentioned that the Ordnance Survey maps of the area have not yet been updated following the Parish boundary changes that were approved some two years ago.

Clr Fifield mentioned that work on the introduction of 20mph speed limits is moving on faster than expected. It is possible that Cliff Road will be included in the scheme.

8 Reports from other meetings

a) Joint Cemetery Committee

The Clerk had notified the JCC Clerk that Clr C Ballantyne-Roberts would fill the Acton Bridge vacancy on the JCC. **Action Clerk - Completed**

Clr Ballantyne-Roberts had attended the meeting in May and reported that the earlier statement that a 'lead council' is required to satisfy legislation was wrong. The three councils operate under a constitution and manage activities under that constitution on behalf of the three councils.

The amount of reserve finances had been discussed. It has been suggested that there should be a 'contribution holiday' for the three councils and that the respective councils should consider this. There had been points both for and against on the issue. A main consideration is that although there is significant income at present there will be a time when the available land is full and thus revenue will stop but maintenance costs etc will still remain.

b) ABCA AGM.

The Chairman and Vice Chairman had attended the meeting in May. The meeting was well attended. Mrs Jane Evans (Chair) gave a report and thanked all for their efforts in supporting ABCA. She said she will retire from the post. She made a special thank you to Mr Bob Heaton for all his work.

Mr Peter Hurst presented the ABCA accounts, these showed a steady improvement in balances. Reports were also give on behalf of the Tennis and the Flat Green Bowls sub-committees.

9 Correspondence

Glasdon – catalogue

HAGS – booklet promoting healthy life style.

Seafarers UK – letter re special day to support the Merchant Navy.

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

10 Village Matters

a) Clr Pardoe said that a number of PRow were overgrown and needed to be cut-back. He mentioned the path from Old Lane to Milton Rough that belongs to Network Rail, the path from Strawberry Lane to Warrington Road also Pikenall (both CW&C). The Chairman said he will ask for the work to be done.

Action Clr Holt

b) It was reported that here is a 'beware of the bull' sign at the path in the field alongside Sandfield Lane although there is no animal in the field. The issue will be raised with the landowner **Action Clr Holt**

c) A question was raised on the responsibility for emptying the litter bin on the Parish Room car park. It was not known if this was an ABCA matter or a CW&C matter. The Chairman will investigate and also speak to the CW&C person when meeting about the dog waste bin in Chapel Lane. **Action Clr Holt**

11 A.O. B

Clr Pardoe reported on the document that he has prepared that is to satisfy the Parish Council's responsibilities under GDPR. The document contains a table of subjects and standards to be used in managing data.

Clr Fifield proposed that the document should be adopted as Parish Council policy. This was agreed by all. Clr Pardoe was thanked for his time and trouble in working through the requirements and preparing the document.

At the ABCA AGM, it had been raised that the prize winners names and addresses in the 300 Club would be published in the Village newsletter. It was agreed that the Clrs Holt and Pardoe would add a suitable statement on the 300 Club share form, that is completed by all participants, to cater for this issue.

Action Clrs Holt & Pardoe

12 Date of next meeting

The next meeting will be on Monday 2nd July 2018, starting at 7-30pm.