

ACTON BRIDGE PARISH COUNCIL

Minutes of the meeting held on Monday 2nd July 2018 at 7-30pm in the Parish Rooms.

Present R Holt Chairman
 C Ballantyne - Roberts
 C Fifield
 R Forbes
 D Hall
 J Oliver
 S Pardoe

Apologies H Bayley
 Clr H Tonge CW&C
 Clr P Williams CW&C

There were three members of the public present.

The first Item was the election of Vice Chairman following the failure at the June meeting to fill the post. At the June meeting, Clr Pardoe had reiterated his intention not to stand for election when the current term for the Council closes in May 2019. He had also mentioned that he had given thought to the question of succession of officers, as a consequence he would not stand for office on this occasion. Other members had explained reasons for not standing. After further discussion on the post of Vice Chairman 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 - Completed

The Chairman called for nominations for Vice Chairman. There were again no nominations or offers. Clr Pardoe suggested that each Councillor should hold the post for one month, the arrangement being alphabetically, although Clr Fifield would not be included in the rota. This was agreed.

Post meeting Note

Because of the holidays and there not being a meeting in August, the following rota is proposed for Councillors to serve as Vice Chairman;

September – Ballantyne-Roberts, October – Bayley, November – Forbes, December – Hall, January – Pardoe, February – Oliver, March – Ballantyne-Roberts.

1 Public Matters

a) A resident raised the condition of Public Footpath FP24 that runs from Strawberry Lane to Warrington Road. The footpath is virtually impassable in parts with growth being over the height of an adult. A complaint had been made to CW&C and some work had been done. The path is usable apart from a section approximately 50 yards in length that had not been cut. The resident queried this and wondered why the contractor had not completed the work. Clr Fifield offered to check with CW&C. **Action Clr Fifield**

It was mentioned that under Section 43(1) of the Highways Act 1980 the Parish Council can arrange for the work to be done. The resident said that there are volunteers available to do the work. It was noted that the footpath is part of the 'Petal Walk' route. Clr Fifield said he would also take up this issue with CW&C. **Action Clr Fifield**

b) Temporary building – Station Road. The applicant, Mr Whitlow, referred to the appeal he has sent in against the refusal of permission by CW&C. He mentioned that a site meeting is due in August. He also raised the content of the letter sent in by the Parish Council. The Chairman said that the letter was based on consistent application of NPPF and CW&C Local Plans to all applications. He said that normally the Parish Council will resist new build in the green belt. The appeal will be by a hearing in September. The Parish Council letter will be part of the evidence considered at the hearing.

c) A resident raised the position of the proposed Interactive Sign at Milton Rough. The Chairman explained that the post for the sign will be outside the hedge on the corner of the Milton Rough and Sandfield Lane junction.

2 Approval of Minutes

a) Minutes of the 4th June 2018 meeting

The minutes were reviewed and with clerical corrections 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.

There were lorries using Hill Top Road but it was not known if these are for the quarry or building work in Crowton. Cllr Hall said he believed that the lorries were travelling to Crewood Common at Crowton. Cllr Forbes said that the complainant should contact the haulage company.

Dog fouling – Waste Bins

Cllrs Ballantyne-Roberts and Holt had met a representative for 'Streetscene' CW&C at the Chapel Lane bridge and discussed the provision of a waste bin. The representative said that he did not think there is sufficient usage (foot-fall) to justify the provision of a bin. The Councillors raised with the representative the issues of costs for provision and emptying the bin together with the emptying of the litter bin on the Parish Room car park. The representative agreed to investigate and supply details.

Cllr Fifield asked to be kept informed and sent copies of emails.

Action Cllr Holt

Superfast Broadband

As part of the cable installation for the superfast broadband there had been a closure of Cliff Road. This had led to a great deal of confusion for residents due to lack of communication and additionally that Cliff Lane had been identified as an alternative route for all traffic. Cliff Lane passes under a low railway bridge, also has very narrow bridge over Crowton Brook and additionally is also a private road.

CW&C Highways had been informed that total closure of Cliff Road is not an option as it is the only viable route. Cllr Fifield said he would contact CW&C Highways and if they wish to close Cliff Road in the future they must arrange for traffic lights to be used.

Action Cllr Fifield

Interactive Signs

Following the agreement to award TWM the contract for the supply and installation of the interactive signs, significant paperwork has been received from CW&C that has to be completed and progressed 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 Chairman reported that good progress has been made with gas, electricity and BT utilities but nothing from United Utilities for the water / sewerage systems.

It was agreed to contact CW&C Highways for assistance to complete the paperwork.

Action Cllr Holt

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. CW&C has also stated that a fee of £240 will be required. The Chairman reported that he has informed ABCA and the Bowls Committee. Action Cllr Holt Completed.

The forms with the cheque will be sent to CW&C Planning Dept.

Action Cllr Holt

6.2 Annual Governance and Accountability Returns - Smaller Authorities Audit Appointments

Further to the completion at the meeting of 1st May and the review of the;

Annual Governance Statement

Accounting Statements for 2017 / 18

Certificate of Exemption

the items have been published on the web site and the Certificate of Exemption sent to the Auditors.

The Internal Auditor has completed his report, this together with the 'Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority)' have also be published and displayed within the stipulated time scale. Action Clerk – Completed

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 the Pikenall bridle path (both CW&C). The Chairman said he will ask for the work to be done. The Chairman reported that he has requested the work. Action Clr Holt Completed He said that Network Rail had come back and stated that the path along the railway was not their responsibility but after being told that they had attended to this path in the past they would recheck the situation. The path has now been attended to.

b) It was reported that there 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 landowner will remove the sign. Action Clr Holt - Completed

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. The Chairman reported that he raised the issue during the meeting and that the CW&C representative will check the details at the same time as the costs for the new bin at Chapel Lane Action Clr Holt - Completed

11 A.O. B

At the ABCA AGM, it had been raised that the prize winners names and addresses in the 300 Club would normally be published in the Village newsletter and the issue of 'privacy' and data protection could be involved.. It was agreed that the Clrs Holt and Pardoe would add a suitable statement on the 300 Club share form, completed by all participants, to cater for this issue. Action Clrs Holt & Pardoe - ongoing

4 Planning Applications.

There were two Planning Applications to be considered.

a) Hill Top Farm (18/02282/FUL) Erection of detached ancillary accommodation and Erection of two storey detached garage with office space above.

The Parish Council discussed the application and the fact that the development constituted 'new build' in the Green Belt. There was no information in the Design and Access Statement to support any departures from the NPPF or CW&C Local Plan. It was agreed that the Parish Council should request refusal of the application. It was also agreed the grounds for refusal of earlier applications should be referenced.

b) 56, Hill Top Road (18/00414/FUL) Demolition of conservatory and outbuildings and construction of two storey extension to side/rear

The Parish Council reviewed the increase in size of the property and decided that it represented disproportionate development. The removal of some outbuildings has already been used by applicants for the adjoining property and the removal of the conservatory, which is not a permanent structure, can not be included in calculations for change to floor area. The Parish Council will request refusal of the application.

5 Planning Decisions

There were no decisions announced this month.

6 Financial Matters

6.1 Authorisation of Cheques

The Clerk's salary was due for April, May and June. In accordance with the increase given in the review of expenditure for the 2018 - 19 precept, the salary is increased by £1.00 per month to £113.00 per month. A cheque for three months pay, being £339.00 was approved and signed.

6.2 Annual Governance and Associated Documents

a) **Standing Orders** - The National Association of Local Councils has amended and issued a new version of Standing Orders that can be adopted by local councils. The new version takes account of the changes arising from data protection and also has had some reformatting alterations. The Chairman had reviewed the new version and, where necessary, the parts that are open to adjustment by individual councils, e.g. time to be allowed for an individual to speak on a motion. He had forwarded a marked-up copy to

members that showed the current data and adjustments previously agreed by the Parish Council in the current version. It was agreed that the new NALC version be adopted with inclusion of the particular data as necessary for Acton Bridge.

b) The Code of Conduct is unchanged and was re-adopted.

c) Financial Regulations are unchanged and were re-adopted.

d) Register of Assets - It has been brought to the Parish Councils attention that as a party to the Joint Cemetery Committee (JCC), with Weaverham and Cuddington Parish Councils, that Acton Bridge has a pro-rata interest in the assets of the JCC. It was agreed that information should be obtained from the JCC so that the Register of Assets can be updated. **Action Clerk**

e) Risk Management

Further to the discussion on the Register of Assets, it was decided that details relating to the protection of the assets covered by the JCC should be included in the Risk Management document. **Action Clerk**

7 CWAC Ward Councillors

Clr Fifield said that some work has been started on the future use of Weaver Square in Northwich..

Clr Fifield said that there has been progress on the proposed boundary changes and numbers of councillors. The proposals are expected to be accepted.

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 said that he is to attend a meeting on the subject in the near future and will check progress.

8 Reports from other meetings

a) Joint Cemetery Committee

The amount of the reserve finances had again 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.

After discussion the Parish Council decided that it would be in favour of a 'contribution holiday' for a period of five years.

9 Correspondence

CW&C and ChALC correspondence has been circulated electronically.

The 'Exemption Certificate' form and details have been submitted to 'The Smaller Authorities Audit Appointments'.

10 Village Matters

No topics.

11 A.O. B

a) It was mentioned that the Weaverham and Acton Bridge Show is to be held on Saturday 11th August.

b) The Chairman mentioned that it had been reported that a tree on the Parish Room car park was dying back and should be cut down. There are volunteers willing to do the work. The Chairman said he would check with Zurich to find out if the work would be covered under the Parish Council policy. **Action Clr Holt**

12 Date of next meeting

The next meeting will be on Monday 3rd September 2018, starting at 7-30pm.