

Welcome to Acton Bridge

Editor's note: as part of its Transparency initiative, copies of the Parish Council's minutes will be placed on this web site after Council approval at the following Meeting, but are for information only. The printed edition is the only authoritative version.

ACTON BRIDGE PARISH COUNCIL

Minutes of the meeting held on Monday 5th June 2017 at 7-30pm in the Parish Rooms.

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

Apologies H Bayley
 Clr P Williams CW&C

There were no members of the public present.

Election of Chairman

Clr R Holt was proposed by Clr S Pardoe and was seconded by Clr J Oliver. There were no other nominations. Clr Holt accepted the office.

Election of Vice-Chairman

Clr S Pardoe was proposed by Clr C Fifield and was seconded by Clr Ballantyne - Roberts. There were no other nominations. Clr Pardoe accepted the office.

1 Public Matters

None

2 Approval of Minutes

2a) AGM 2017

Confirmation of the AGM minutes

The minutes had been circulated and were accepted. The Chairman initialled the minutes which will be subject to formal approval at the AGM next year.

Actions arising from the AGM minutes

i) A resident had complained about the low level of the kerb in Milton Rough, particularly on the length near Milton Chapel. The resident was concerned about the speed of traffic on the road and the danger to pedestrians.

The Clerk had reported the matter to CW&C and the Chairman had followed up the job as it appeared that a wrong location was shown on the job notification. CW&C had confirmed that the Clerk had given the correct location and officers had been out to inspect the kerb. They have stated that the full length of Milton Rough should be renewed together with necessary pavement resurfacing. The work would be listed but it would have to take a turn in priorities.

The resident has been informed of the outcome.

ii) An issue was raised on the use of Hazel Pear Wood by dog owners to exercise their dogs and the lack of attention by the dog owners to the dog waste. The Chairman said that he has spoken to the Woodlands Trust warden and there are notices available that the warden will display.

Minutes of the May 2017 meeting

With small editorial corrections, the minutes were agreed and signed.

3 Matters Arising

May 2017 Meeting

4 Planning Applications.

a) Strawberry Lane – amendment to build one affordable house.

The plan for three houses has been changed to one house. The objections as agreed have been sent in. Also, as arranged for the initial three house application, Cllr Tonge will call-in the application if the planning officer is minded to approve the new application. Cllr Tonge also mentioned that it had been noticed by CW&C that the plan, as submitted for the single property, left space for a possible 'infill' addition. It was understood that the applicants have been requested to resubmit the plan excluding the space for infill.

b) Station Road – Nursery Site

The Parish Council have sent a letter to CW&C objecting to the development.

c) Land at Hill Top Farm

The amended proposals for discharge of reserve matters were examined. In particular the Construction Management Plan and the proposed diversion of the PRow. The proposed route was now worse as it gives exit on to the road at a very dangerous position. It was agreed that strong objection be made against the proposals. It is understood that if a diversion of the PRow is to be applied for it will have to go through legal proceedings. The Construction Management Plan and changed route of the PRow in the planning application are to be objected to by the Parish Council.

Post meeting note

The Parish Council views were forwarded to the CW&C PRow officer. The officer had discussed the problems with the planning officer and the applicants architect. The plans have been amended so that the existing route of the PRow can remain as it is.

d) Single dwelling at Wall Hill Farm

The Parish Council had sent in a letter requesting refusal again.

e) Rear conservatory – Holly Tree Cottage, Acton Lane.

There was no objection to the building of the conservatory. A letter had been sent to CW&C and the inclusion of the common land in the shown curtilage was pointed out to CW&C.

f) Stables, White House, Cliff Lane.

A letter has been sent in stating the objections and refusal requested.

10 Village Matters

b) Police Road Safety meeting 29th June – Cllr Forbes will try to attend.

c) Cllr Oliver raised that topic of spraying weeds along the gutters in the Village. Some have been done but the lengths beyond Chapel Lane appear to have been omitted again. The Clerk had chased again but the work has not been done. Will chase again. Action Clerk - ongoing

April 2017 Meeting

6 Financial Matters

Further to the action recorded below from the April meeting;

b) The Chairman mentioned that the Clerk, as an employee of the Parish Council, has to be considered for pension under the Workplace Pension Scheme. The Clerk has established that she does not have to join the scheme as she is over State retirement age and that the annual salary is below the minimum qualifying level. The Clerk has also stated she does not wish to join the scheme. HMRC are to be informed. Further correspondence has been received from HMRC that confirms all issues are currently cleared.

Action Clerk Completed

The Chairman said that as part of the compliance with the scheme, he has responded to correspondence and has registered the Parish Council with HMRC. This registration will of course apply to future years and to whoever is the Clerk at that time. The circumstances then of the Clerk could be different and a pension contribution could be required.

10 Village Matters

a) Regulations, etc.

Further to the minute recorded below from the April meeting;

As agreed, the Clerk has circulated copies of the Financial Regulations, Standing Orders, Code of Conduct, Register of Assets and Risk Management for review by the Parish Council later in the meeting.

Action Clerk – Completed

Cllr Pardoe was thanked for adding the various items, as above, to the web site for Parish Council matters.

The Chairman reported that there has been correspondence with ChALC and that he has responded to an email sent via Cllr Pardoe to Parish Council from the Information Commissioner's Office. The upshot was that the Parish Council needs to register under the Data Protection Act and to ensure compliance with the Transparency Code. The Chairman said he had telephoned the Information Commissioner's Office and had had a very helpful discussion with them. Consequently he had completed the appropriate forms on the web site so that Acton Bridge is now registered.

Arising from the discussion there is a need to publish the names of Council members with duties assigned by the Council, e.g. sub-committees, etc. Acton Bridge Parish Council do not have any sub-committees but do have members delegated to other bodies. These are Councillors J Oliver and H Bayley who represent the Council on the Weaverham, Cuddington and Acton Bridge Joint Cemetery Committee and Councillors S Pardoe and D Hall who represent the Council on the Weaverham and Acton Bridge Charity Trust. Cllr Hall serves as a governor on Weaverham High School but this is not a Parish Council appointment.

The Chairman said that the topic of CCTV and its management, as proposed to be installed by the Cemetery Committee had been raised in the discussion with the Information Commissioner's Office. This is a subject that needs to be covered under the Data Protection Act.

The registration fee of £35, paid on line, is to be refunded to the Clerk.

b) Bench on Acton Lane

Cllr Pardoe reported on the contact with Weaver Vale Cycling Club and the cost of a replacement bench. After discussion with the Chairman an offer of £100 had been made as a gesture of support. A reply is awaited.

February 2017 Meeting

a) Swing bridge A49

Work is still scheduled to be completed in July.

b) Home Watch

Following the request for volunteers to join a Homewatch Group and there being only one person expressing an interest the scheme is to be dropped.

November 2016 Meeting

a) Petal Walks

Cllr Pardoe reported that the formal launch of the scheme is still planned for Saturday 17th June.

b) Cemetery

See Reports from other meetings.

October 2016 Meeting

a) Speeding issues

The Chairman had contacted CW&C and a further meeting has been offered. The Chairman had circulated members to find convenient dates. Monday 19th June is to be confirmed.

Further correspondence and a certificate re the award of £1,000 grant from the Safer Communities Fund has been received from the Police and Crime Commissioner. Cllr Pardoe offered to scan the document and to put it on the web site.

4 Planning Applications.

Hill Cliffe - Acton Lane. Application for extension and addition of dormers.

The Chairman had checked with the neighbours and reported that there are serious concerns over the change in appearance of the building and the size and type of the proposed dormers.

The meeting examined the plans and were also concerned at the proposals. It was agreed that a letter be sent in to CW&C raising the following objections and requesting refusal;

The proposed development does not satisfy requirements for building in the Green Belt and the overall size creates unacceptable impact on its openness.

The visual impact would be significant

The industrial-style zinc raised seam cladding that are unpardonably incongruous and out of scale and character with the adjoining / near-by properties.

The site of the development is via common entrance to the pair of bungalows, which is narrow and very steep, and there is bound to be considerable disruption to the lives of the neighbours

5 Planning Decisions

a) Holly Tree Cottage – Acton Lane, Conservatory approved.

6 Financial Matters

6.1 Approval of cheques;

Cheque for £35 being refund of Data Protection registration was approved;

6.2 Annual Governance Statement

The form was reviewed and approved.

6.3 Annual Audit Statement

The details of the accounts for 2016 - 2017 had been transferred into the statement by the Clerk using the details from the annual accounts approved at the last meeting. The Annual Audit Statement was approved by the meeting and then signed by the Chairman and the Clerk.

7 CWAC Ward Councillors

It was reported that the intention to reduce the number of CW&C Councillors from 75 to 69 is still being progressed.

It was also reported that there is a strict regime being introduced for vetting and granting licenses to taxi drivers.

8 Reports from other meetings

a) Town Farm Quarry

Clr Fifield reported on the Working Party meeting of 19th May and the updates given by Mr R Charnley. Further information / plans have been produced by the applicants. CW&C will make assessments against their own figures and surveys.

The next meeting is 16th June. A lot of work is being done by CW&C to prepare for the Planning Meeting on 7th July.

9 Correspondence

Pensions Regulator – letter confirming compliance.

Police and Crime Commissioner – letter and certificate confirming grant of £1000 from Safer Communities Fund.

Deva Print – Circular advertising facilities and costs.

Seafarers UK – poster advertising Merchant Navy Day.

10 Village Matters

a) Meeting re work in Hazel Pear Wood has been postponed. Similar meeting for Thornwood at Weaverham also postponed.

b) Footpaths – Network Rail to be contacted re FP5 Old Lane to Milton Rough **Action Clr Holt**

c) The Chairman reported that contact has been made with the PCSO and three dates have been provided. Clr Pardoe has put these on the Village web site and a poster is on the Notice Board.

11 A.O. B

The Chairman mentioned a sudden appearance of a deep hole on Hill Top Road. Action was taken by CW&C to erect barriers and to have the hole repaired.

The Clerk of Little Leigh Parish Council had been in touch seeking to compare notes on the actions the Parish Council had taken on Superfast Broadband. The Chairman had asked Clr Pardoe to give assistance to Little Leigh and this has been done.

12 Date of next meeting

The next meeting will be on Monday 3rd July 2017, starting at 7-30pm.