MINUTES OF THE MEETING OF THE SECOND MEETING OF BURLAND AND ACTON PARISH COUNCIL HELD AT ACTON PARISH HALL, ACTON ON 15TH JUNE 2023

PRESENT:	Cllr W Stewart	Chair
	Cllr N Jackson	Vice-Chair
	Cllr P Percival	Cllr S Thompson
APOLOGIES:	Cllr M Wood	Cllr J Thomas
	Cllr Sue Stott	Cllr C Lewis-Jones
	Cllr L Williams	Cllr B Posnett (CEC)
ALSO PRESENT	Cllr J Pearson (CEC)	
	Dr. M Bailey (Clerk/RFO)	Ms. K Bedford (Deputy Clerk)
	Members of the public	

PART A

20 UNAVOIDABLE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Wood, Thomas, Stott, Williams, and Lewis-Jones. Apologies were also received from Cheshire East Cllr Posnett.

21 DECLARATIONS OF INTEREST

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

There were no interests declared by Members present.

22 DISPENSATIONS

This item is a standing agenda item to enable dispensations to be granted as and when appropriate following receipt of an agenda. If a Member is unaware that he/she has a DPI in an item of business until the agenda is received, there is an opportunity for a written request (e-mail acceptable) to be submitted to the Clerk at least two clear days before the meeting (or whatever period the Parish Council considers appropriate). The matter of dispensation can then be considered by the Parish Council (or the Clerk if this is delegated) at the same meeting.

23 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 18TH MAY 2023

Members **APPROVED** the minutes of the annual Parish Council meeting held on 18th May 2023 as a correct record and the minutes were signed by the Chair.

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Members **APPROVED** the minutes of the Annual Parish Meeting held on 18th May 2023 as a correct record and the minutes were signed by the Chair.

25 REPORT OF THE CLERK/CHAIR

Members considered the following matters from the above minutes.

Action Log

Members considered the action log from the meeting held on 18th May 2023. The following matters were reviewed.

- Bank Account – the Clerk updated Members on the process of changing the name of the bank account from 'PC of Burland' to 'PC of Burland & Acton'. The change had not been made by Nat West at the time of the meeting, but the Clerk would continue to ask for the change to be made.

- Purchase of SID from Worleston PC – the Clerk had contacted Worleston PC and was awaiting a substantive reply. Will request to Worleston PC that this matter is completed before the next meeting in July 2023.

- Monks Lane – it was reported that this will happen before the end of June 203. The Parish Council clarified that it wished to see the change implemented as soon as possible, not to wait for other schemes to be in place.

- Car Park (Acton) – no updates – Cllr Williams to action.

- Car Park Potholes – now done.

- CIL Monies for Malbank Waters – awaiting quote for the footpaths The Deputy Clerk will approach Cllr Posnett about this.

- Calendar of Meetings – agreed to defer to the next meeting and to hold the next meeting on 20th July 2023.

- Highways Matters/Speed Watch – to be discussed on the agenda for this meeting.

- Dorfold Hall Planning Application – it was reported that this is still on the website. The Deputy Clerk will follow up with Cllr Williams and also ask Cheshire East Councillors to pursue this matter.

- Letter of Thanks to former Cllr Mace – this has now been done.

- Planning Enforcement (Ravens Lane) – Cllr Pearson to follow up.

- Flytipping – Cllr Stewart said that he had reported this and has also spoken to the PCSO.

- Update on new Parish Council – work is ongoing. Looking to get other quotes for the insurance policy and also to update social media.

- Car Park Work – to bring back to the next meeting to discuss – in relation to work done by Cllr Jackson.

- Creation of Committees – it was agreed to hold off on this and review the length of time meetings are taking before proposing any changes.

26 PUBLIC QUESTION TIME

Members of the public were invited to ask a question or address Members on any matter of Parish Council business.

The following matters were raised: -

- Resident One – asked for update on the issues with the Parish Hall. It was said by Members that this will be added to the action register with the action for Cllr Williams to undertake.

- Resident Two – raised the following issues: -

    - Broadband – reported as being intermittent in the area since the end of March 2023. Asked the Parish Council if it could write to CEC Highways to ask that work is carried out on Carelow Lane as quickly as possible.
    - Fibre – it was asked if this will be installed on Ravens Lane. The Chair advised that people contact Airband.
    - Neighbourhood Plan (Acton) – it has been noted that some of the areas covered by the NP are now in Nantwich. Resident said that she had attended a meeting at Nantwich TC to see if the Acton, Edleston and Henhull NP is still a material consideration. Nantwich TC has agreed that it is a material consideration.
    - Malbank Waters CIL – it was noted that the footpath is in the NP and a survey was done on the area, which will be forwarded to the Deputy Clerk.

- Resident Three – said that the footpath on Wilbraham Road is overgrown. It was stated that the Public Rights of Way Officer at Cheshire East Council will be contacted. It was also stated that the gate was a problem. Cllr Thompson will action.

27 FINANCIAL MATTERS

The Parish Council considered the following matters under this agenda item.

27.1 Update on Banking Arrangements

Members noted that work is ongoing to undertake the following changes to the banking arrangements for the Parish Council.

- To change the name of the bank account to 'PC OF BURLAND AND ACTON' (the Council will use the former Burland PC bank account).
- To close the existing Acton, Edleston and Henhull PC bank account and transfer funds to the new account.
- To change the bank mandate to reflect the following: -

    - To include a total of six signatories on the bank account (five elected members and the Clerk)
    - Members were asked to nominate the five elected member signatories for the bank account.
    - It was **RESOLVED** to nominate the following Members: -
        - Cllr Jo Thomas
        - Cllr Steph Thompson
        - Cllr William Stewart
        - Cllr Philip Percival
        - Cllr Nick Jackson

27.2 Ledger/Bank Reconciliation Statement

Members noted there was no ledger presented, due to ongoing issues in setting up the new bank account.

27.3 Authorisation of Payments

Members **RESOLVED** to **APPROVE** the following payments (subject to the opening of the bank account)

- £511.32 - Dr Mark Bailey – Clerk (May/June 2023 payments)
- £127.84 – HMRC – Tax on Clerk salary (months 2 and 3 2023/24)
- £314.66 Ms. Karen Bedford – Deputy Clerk (May/June 2023)
- £1,726.46 – RC Roundell Farm Partnership – Rent for Cark Park (2023/24)
- £346.00 – ChALC – 2023/24 Membership
- £241.80 – Shires Accountants (M1-M6 payroll)
- £1,865.34 - Arthur J Gallagher Insurance Brokers Ltd (Insurance 2023/24)
- £15.30 – Acton Parish Hall (Room Hire)

28 BOROUGH COUNCILLORS' REPORTS

Cllr James Pearson attended the meeting.

He raised the following issues (following briefing from Cllr Posnett): -

- Long Lane – blocked drain issue now logged, and work scheduled for this year. Asked for firm timescales.
- Dorfold Hall – new fencing to be altered to remove barbed wire and replace with smooth fencing (within 28 days)
- Green Bin – informed the Parish Council that a new tax is to be introduced by CEC.
- Nantwich Library – opening hours under review – Cllr Posnett has scheduled meeting with senior management.
- S106 money – highlighted consultation with parish councils on how money is spent. Resident stated that £677,000 was gained by the Neighbourhood Plan and there is a desire to see this money used locally as a priority.
- Planning Enforcement – Cllr Pearson has spoken to the Head of Planning Enforcement at CEC and will raise issues with him.
- Warranty on Highways Contract – request made for things to improve.

29 HIGHWAY MATTERS/SPEED WATCH

The Parish Council considered highways issues in the parish and affecting the parish.

29.1 Road Safety

Members reported that the sink hole in Ravensmoor had been filled in.

29.2 Speed Gun

Cllr Thompson said that she will go out on the A534 and will contact PCSO about training for Cllr Jackson.

29.3 SID Location

Members agreed to keep the SID in Burland in the same place and to do the same in Ravensmoor.

30 PLANNING MATTERS

The Parish Council considered the following planning matters affecting the parish.

30.1 Planning Applications

The Parish Council had been notified of the following planning applications from Cheshire East Council.

23/2017N The Cottage, Drake Lane, Acton CW5 8PD
Two storey rear (3m) extension.

Members had no objections to this application.

31 PARISH COUNCILLOR REPORTS

Members did not raise any matters under this agenda item.

32 DATE OF NEXT MEETING

The next meeting of the Parish Council will take place at 7.30pm on Thursday 20th July 2023 at Acton Parish Hall.

……Chairman

The meeting commenced at 7.30pm and concluded at 8.56pm