

BURLAND AND ACTON PARISH COUNCIL

Clerk: Mark Bailey
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To: Members of the Parish Council

Date: 17th Oct 2023

Dear Member

You are summoned to attend the fifth meeting of the Burland and Acton Parish Council.

This meeting will be held on **MONDAY 23RD OCTOBER 2023** at 7.30pm at Acton Parish Hall.

The agenda is appended below.

The full list of those elected to the Parish Council is: -

Acton and Henhull Ward

Nick Jackson (Vice-Chair)
Claire Lewis-Jones
Laura Williams

Burland Ward

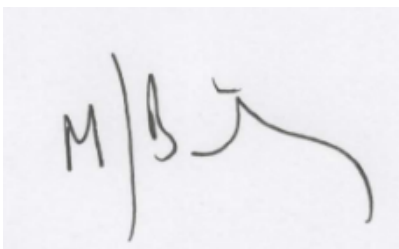
Jo Thomas
Steph Thompson
Mel Wood

Ravensmoor and Edletston Ward

Philip Percival
William Stewart (Chair)
Sue Stott

Invitations have also been sent out to the two Cheshire East Borough Councillors covering the Parish Council – Cllrs James Pearson and Becky Posnett.

Yours sincerely

A handwritten signature in black ink on a white background. The signature appears to be 'M/B' followed by a stylized flourish.

Mark Bailey
Clerk

***MEMBERS OF THE PRESS AND PUBLIC
ARE WELCOME TO ATTEND THIS MEETING***

Notification to members of the public attending the meeting.

The Parish Council welcomes and encourages members of the public to attend its meetings.

You are requested to enter and leave quietly and to remain quiet during the meeting. Mobile phones and pagers should be switched off, and no food or drink should be brought into the meeting. If you do attend, copies of the agenda and accompanying papers will be provided for you.

AGENDA – PARISH COUNCIL MEETING

1. APOLOGIES

Apologies for absence should be notified to the Clerk before 6.00 pm on the day of the meeting, if possible.

2. DECLARATION OF INTERESTS

Members to declare any personal or prejudicial interest, and the nature of that interest, which they have in any item of business on the agenda and, if necessary, to leave the meeting prior to the discussion of that item.

Declarations are a personal matter for each Member to decide. Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Member, based on the circumstances.

3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2nd OCTOBER 2023

To approve the minutes of the Parish Council meeting held on 2nd October 2023 as a correct record and signed by the Chair.

<https://burlandpc.org.uk/wp-content/uploads/2023/10/DRAFT-Minutes-2-October-2023-Parish-Council-Meeting.pdf>

4. REPORT OF THE CLERK/CHAIR AND ACTION LOG

To report on the following matters from the above minutes. Please also see the action log (link below).

<https://burlandpc.org.uk/wp-content/uploads/2023/10/Action-Log-23.10.23-1.pdf>

Action Log Items

- Update on purchase of SID from Worleston Parish Council
- Monks Lane trial – to provide any updates on the scheme.
- S106 Monies – Malbank Waters – to provide any updates.
- Highways Matters/Speed Watch – on the main agenda
- Dorfold Hall Site Development – report on progress
- Planning Enforcement Issues – Ravens Lane
- s106 Monies – Kingsbourne Development – use for traffic calming measures in Acton village – Members asked to consider any proposals.

- Car Park Maintenance – to be considered under Part B of this agenda.

5. PUBLIC QUESTION TIME

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

6. FINANCIAL MATTERS

Members are asked to consider the following financial matters.

6.1 Ledger/Bank Reconciliation Statement (1.4.23-30.9.23)

Members are asked to note the ledger/bank reconciliation report for the period 1st April 2023 – 30th September 2023.

<https://burlandpc.org.uk/wp-content/uploads/2023/10/Burland-and-Acton-Parish-Council-Ledger-01.04.23-30.09.23.pdf>

6.2 Budget Monitoring Report and Receipts and Payments Summary (Quarter Two – 2023/24) (Apr 2023-September 2023)

The Burland and Acton PC budget monitoring report/receipts and payment summary to the end of quarter two (2023/24) (Apr 2023-September 2023) is presented to Members for note.

<https://burlandpc.org.uk/wp-content/uploads/2023/10/Budget-Mon-June-2023-17.10.23-BM.pdf> (Budget Monitoring Report)

<https://burlandpc.org.uk/wp-content/uploads/2023/10/Budget-Mon-June-2023-17.10.23.pdf> (Receipts and Payments Summary)

6.3 Authorisation of Payments

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

- £255.61 – Dr Mark Bailey – Clerk (October 2023)
- £63.92 – HMRC – Tax on Clerk salary (month 7 2023/24)
- £120.60 – Shires Accountants (Payroll Costs M7-M12 2023/24)
- £40.00 – Goodwill Hall (Room Hire)
- £75.00 – Warbook Creative (Website Costs)

7. PUBLIC QUESTION TIME

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

8. BOROUGH COUNCILLORS' REPORT

Borough Councillors James Pearson and Becky Posnett to report on any Cheshire East Council matters of interest.

9. HIGHWAY MATTERS/SPEED WATCH

The Parish Council is to receive an update on highway matters in the parish and/or affecting the parish.

9.1 Road Safety

To consider any issues relating to road safety, including the conditions of the roads.

9.2 Speed Gun

This item is for Members to provide an update on issues relating to use of the speed gun.

9.3 Location of SID

The Parish Council is to agree the location of the SID in the period up to and including the next Parish Council meeting.

10. PLANNING MATTERS

This is for the Parish Council to discuss any planning issues affecting the area.

10.1 Planning Applications

The Parish Council has received notification of the following planning applications.

23/3779N Elm Cottage, Ravens Lane, Burland CW5 8PP
Proposed orangery, re submission of previously approved but now lapsed application no 20/3258N.

The application can be found via the link below.

<https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=23/3779N>

Closing Date for comments: 8th November 2023

23/3734N The Meadows, Smithy Bank, Acton CW5 8LF
Listed building consent for single storey extension to rear and larger roof lights to first floor bedroom/study.

The application can be found via the link below.

<https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=23/3734N>

Closing Date for comments: 8th November 2023

23/3733N The Meadows, Smithy Bank, Acton CW5 8LF
Single storey extension to rear and larger roof lights to first

floor bedroom/study

The application can be found via the link below.

<https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=23/3733N>

Closing Date for comments: 8th November 2023

13. PARISH COUNCILLORS' REPORTS

Parish Councillors are invited to share information or to request items for inclusion on the agenda for the next meeting.

Members are asked to consider the following item: -

- Grant Application towards the cost of the Acton Church Tower Clock Installation (correspondence shared with Councillors separately)
- Nantwich Foodbank – to re-consider the matter of providing a donation to the Nantwich Foodbank (as requested by Nantwich Town Council)

14. DATE OF NEXT MEETING

Wednesday 29th November 2023 at Acton Parish Hall (7.30pm start).

15. EXCLUSION OF PRESS AND PUBLIC

To agree to exclude press and public due to confidential nature of items in accordance with section 1(2) of Public Bodies (Admission to Meetings) Act 1960. This is pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information as defined in the provisions of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

16. GARDENING SERVICES

Members to consider the provision of gardening services for the Parish Council.