

**MINUTES OF THE MEETING OF THE MEETING OF THE BURLAND AND ACTON  
PARISH COUNCIL HELD AT ACTON PARISH HALL ON 18<sup>th</sup> JULY 2024**

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

---

**PART A**

**176 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs L Williams, S Stott, M Wood, and J Thomas. Apologies were also received from Cheshire East Councillors B Posnett and J Pearson.

**177 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.

**178 CASUAL VACANCY**

Members noted that a vacancy existed on the Parish Council. As per the Council's Standing Orders, the vacancy has been advertised with a notice sent to Cheshire East Council asking if the electors of the parish wish to hold an election to fill this vacancy. As no election was requested, the Parish Council is invited to co-opt to fill this vacancy. Members **RESOLVED** to co-opt Carol Mace to fill the vacancy.

**179 MINUTES - PARISH COUNCIL MEETING HELD ON 18TH JUNE 2024**

Members **APPROVED** the minutes of the Burland and Acton Annual Parish Council meeting held on 18th June 2024 as a correct record and the minutes were signed by the Chair.

**180 REPORT OF THE CLERK/CHAIR**

Members considered the following matters from the above minutes.

- Audit – the Clerk reported that this would be presented at the September 2024 meeting.
- Footpath – it was confirmed that the issues with the footpath had been reported to Cheshire East Council and the insurance position has been checked – cover is provided for volunteers.
- Swanley Lane – the issue of the speed limit has been raised with Cllr Pearson.
- Website – updates have been made to the website.
- Monks Lane – it was reported that work had been scoped out.

## 181 PUBLIC QUESTION TIME

The following matters were raised by members of the public present.

- Resident One – raised the state of the path from Wilbraham Road to the canal towpath.

## 182 FINANCIAL MATTERS

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

### 182.1 Ledger/Bank Reconciliation Statements (1.4.24-30.06.24)

Members noted the Burland and Acton PC ledger/bank reconciliation statement for the period 1st April 2024-30th June 2024.

### 182.2 Budget Monitoring Report and Receipts and Payments Summary (Quarter One – 2024/25) (Apr-June 2024)

The Burland PC budget monitoring report/receipts and payment summary to the end of quarter one (2024/25) (Apr-June 2024) is presented to Members for note.

### 182.3 Internal/External Audit 2023/24

Members noted that the Parish Council considered the Annual Governance and Accountability Return (AGAR) for 2024/24 at the June 2024 meeting.

Following advice from the Internal Auditor, the Parish Council was required to complete and approve the AGAR Form 3 (previously the Council considered Form 2). This is because income/expenditure exceeded £25,000 in 2023/24.

The Council is **RESOLVED** to approve the AGAR as outlined above.

### 182.4 Authorisation of Payments

Members **RESOLVED** to approve the following payments: -

£272.95	Dr Mark Bailey – Clerk (July 2024)
£68.24	HMRC – Tax on Clerk salary (month 4 2024/25)
£1,726.46	RC Roundell Farm Partnership (car park rent)
£396.00	JDH Business Services (Internal Audit 2023/24)
£15.30	Acton Parish Hall (Room Hire)
£500.00	St Mary's Church Acton (Donation)

## 183 BOROUGH COUNCILLORS' REPORTS

Cllrs Posnett and Pearson did not attend the meeting and provided apologies.

## 184 HIGHWAY MATTERS/SPEED WATCH

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

### 184.1 Road Safety

There were no updates provided at the meeting.

**184.2 Speed Gun**

There were no updates – it was reported that the flashing 30mph sign issue is being chased up.

**184.3 SID Location**

It was reported that the SID in Acton was not working and would need to be charged. Members agreed to keep the SID in Burland in the same place and to do the same in Ravensmoor and Acton.

**185 PLANNING MATTERS**

The Parish Council considered planning matters affecting the parish.

**186 PARISH COUNCILLOR REPORTS**

There were no issues raised under this agenda item.

- Meetings – the matter of meeting dates was raised, and it was requested that information is advertised in time.
- Dog Fouling – it was reported that bags of dog foul had been dropped in bags in the parish
- Ravensmoor – Members did a walk around the area and will produce a report.

**187 DATE OF NEXT MEETING**

The next meeting of the Parish Council will take place at 7.30pm on Thursday 19<sup>th</sup> September 2024 at Acton Parish Hall.

**188 EXCLUSION OF PRESS AND PUBLIC**

Members agreed 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.

**PART B**

**189 PARISH COUNCIL WEBSITE**

Members agreed to seek quotes for work involving the creation of a .gov website and emails for Members as per specifications set out by the Government.

.....Chairman

The meeting commenced at 7.33pm and concluded at 8.29pm