

**Minutes of the Parish Council Meeting held at Alderton Village Hall on  
Tuesday, 19 November 2024 commencing at 7.00pm.**

**Present:** M West (Chair), N Broderick, D Rayton, J Kettle, P Woodman  
**Attendance:** Parish Clerk and 3 members of the public were in attendance.

- 241217/01 To accept apologies for absence and confirm the meeting is quorate**  
Apologies were received from Cllr Davies, Borough Cllr Mason and Borough Cllr Madel
- 241217/02 To receive Declarations of interest for items on the agenda below**  
Cllr D Rayton for **241217/07.1.3** - 22 St Margarets Rd, **241217/07.1.5** - 20 Orchard Road **241217/07.1.8** – 14 St Margarets Drive  
Dispensation Cllr Woodman – Allotments
- 241217/03 To receive comments from members of the public**  
No Comments were received
- 241217/04 To confirm and sign the minutes of the Parish Council meeting held on 19 November 2024**  
The minutes of the meeting held on 19 November 2024 were **AGREED by COUNCIL** and signed by the Cllr Broderick.
- 241217/05 To receive the County and Borough Councillors' reports**  
No County council or Borough council reports were received.
- 241217/06 To agree or note matters relating to Highways**
- 6.1 To discuss the flooding in the village and agree actions**  
A report has been received as a result of the onsite visit that took place in September, with flood and highways representatives from GCC & TBC. It was reported that a recent CCTV inspection found the culvert to be in good condition, but restricted flow is caused by blocked ditches at either end. The next step is to ask adjacent landowners to clear these ditches.  
Additionally meetings with the Dumbleton Estate and the farmer at Frampton Farm have been confirmed. It has been reported that they are implementing new soil husbandry measures to improve soil structure and infiltration, as recommended in report. They are also exploring further drainage measures with costs and feasibility under review. If plans proceed, installation is targeted for spring/summer 2025. Updates will follow as progress is made.  
**ACTION** invite Dumbleton Estate land management to the January parish council meeting to confirm what work they plan to carry out and when.  
**ACTION** Cllr Kettle to clarify with Highways the results of the culverts and the report and establish how frequently they will be reviewed
- 6.2 To receive an update on sandbags.**  
The Parish and Town seminar reported that there will be a review of the current system for issuing sandbags at TBC. The Council received 50 empty sandbags from TBC. It was agreed to offer sandbags to properties that have experienced flooding. Storage options are under consideration, including the possibility of storing sandbags at the Village Hall.  
**ACTION** Clerk to confirm if bulk sand delivery can be arranged through TBC.
- 6.3 To discuss the request for an additional grit bin for Beckford Road**  
The Council is awaiting input from Highways regarding the request for an additional grit bin and its most beneficial location. Potential funding through S106 from the Franklin Road development was discussed.  
**ACTION** Cllr West and Cllr Woodman to conduct a site visit to identify possible locations.  
**ACTION** Cllr Broderick to request a grit bin as part of the potential S106 agreement for the development
- 6.4 To note that Willow Bank Road will be closed from 27/01/25 to 31/01/25**  
**ACTION** Clerk to add to APC website & newsletter
- 241217/07 Planning**
- 1. To discuss planning application and agree actions**

Reference	Location	Description	Comments
1. 24/00655/APP	Land At 1100, St Margarets Drive, Alderton	Reserved Matters (appearance, scale, layout and landscaping) in respect of outline planning permission 22/00624/OUT for the demolition of 16 St Margaret's Drive and the erection of up to 48 dwellings, associated infrastructure, landscape and biodiversity enhancements with details of access and all other matters reserved.	TBC Planning provided a response stating that the play equipment should be sympathetic to the open setting. The footpath is included as part of the planning permission, along with the turning head for the site. It was also clarified that no construction access will be via Blacksmiths Road.
24/00036/NMA			

			<b>ACTION</b> Cllr Broderick to draft and submit a response.
	Land Parcel 0088 Willow Bank Road Alderton	Non- material amendment application in order to make the highway arrangements of sufficient specification for adoption by the relevant Highways Authority.	
2. 22/00998/FUL	Land Behind 52-74 Willow Bank Road Alderton	Full planning application for the erection of 48 dwellings with associated infrastructure and amenities along with demolition of an existing dwelling on land to the west of Willow Bank Road, Alderton	Awaiting response <b>ACTION</b> Cllr Broderick to request a defibrillator and dog waste bins to support infrastructure
3. 23/00720/FUL	Land Adjacent To 22 St Margarets Road Alderton	Proposed dwelling and altered access	Awaiting follow-up from TBC planning officer
4. 24/00393/OUT	Part Parcels 6318 And 6536 Beckford Road Alderton	Outline planning application with all matters reserved (except for access from Franklin Road) for up to 35 dwellings, including affordable housing, allotments and associated infrastructure	Additional information has been received from the developer's transport consultant; however, APC does not feel it adequately addresses the areas of concern. It has been clarified that this application will not come to committee in 2024 and will likely be reviewed in January 2025. <b>ACTION</b> Cllr Broderick send follow up response.
5. 24/00622/FUL	20 Orchard Road Alderton	Replacement single garage for double garage with annex above with associated windows and rooflights	Amended plans have been received, showing a reduced height and the structure set further back. <b>COUNCIL AGREED</b> they no longer have any objections. <b>ACTION</b> Cllr Broderick to confirm no objection.
6. 23/01148/PIP	Land To West Of Willow Bank Road Alderton	APPEAL against refusal of planning permission	Awaiting decision.
7. 24/00753/FUL 4/00754/LBC	Gardeners Arms Beckford Road	Alterations to a public house with three ancillary lettable rooms, and a manager's flat, including internal alterations and an external staircase and alterations to a second floor window, together with a replacement public house entrance door, canopy, and an access ramp and deck with a pergola.	Awaiting decision.
8. 24/00745/FUL	14 St Margarets Drive Alderton	Proposed dwelling, parking and turning space.	Cllr West and Cllr Broderick conducted a site visit. There is concern about the depth of the development and its connection to the adjacent scheme, which has not yet been formally approved. A reduced footprint is anticipated, and the council is awaiting an amended, scaled-down proposal.

\* Cllr Rayton left the room and did not participate in discussions.

## 7.2 To note the following planning application decisions

Reference	Location	Description	Decision
1. 24/00606/FUL	Greystones 6 - 8 Beckford Road Alderton	Erection of detached summer house ancillary to existing dwelling	Permit
2. 24/00733/FUL	6 Polysend Drive, Alderton,	Proposed extension to a detached garage and a single storey rear extension to the dwelling.	Permit

### 241217/08 To agree or note matters relating to the Allotments

#### 8.1 Matters Arising:

- 8.1.1 Northern hedge work has been completed.
- 8.1.2 AAA AGM to take place in February, they have requested an update on projects.
- 8.1.3 Shed roof repair to take place in the new year.

#### 8.2 Pest Control: no update, deferred to January's meeting

### 241217/09 To receive an update on maintenance of Parish Council Assets:

- 9.1 Speed Sign (VAS) – no update, deferred to January's meeting
- 9.2 Parish notice boards – no update from supplier. Memorial noticeboard awaiting repainting.

### 241217/10 To agree or note matters relating to the Playing Field and Changing Facility

#### 10.1 Matters Arising – water tested,

- Water sampling of the changing facility was carried out by water specialists. All results were satisfactory at the time of testing with no Legionella, total coliforms or e coli reported.
- Charity football match to take place on 27<sup>th</sup> December
- **ACTION** Cllr Kettle to replacement light bulb in disabled toilets, to follow-up.
- Outdoor tap has been turned off for the winter period to reduce potential frost damage

#### 10.2 Play Area Inspections – nothing new to report. **ACTION** Cllr Davies to remove the moss on the bridge

#### 10.3 Repainting of Swings – awaiting date

#### 10.4 Mole Issue – see item 8.2

#### 10.5 Groundwork at Playing Field Entrance – work expected to begin early January.

### 241217/11 To receive an update on the community consultation for Section 106 and CIL priorities and agree actions

**ACTION** Clerk to respond to GRCC and arrange the next meeting date.

**ACTION** Cllr Broderick & Cllr Rayton to provide square meterage of Pub shop, changing room toilets and green space

### 241217/12 To receive an update on the School Playing Field and the Community Right to Bid application and agree actions

Awaiting response from GCC and TBC. **ACTION** Clerk to follow-up

### 241217/13 To receive an update on S106 requirements for Part Parcels 6318 And 6536 Beckford Road Alderton

See item 241217/06.3

### 241217/14 Finances – documents circulated prior to meeting

#### 14.1 To record income received up to 30 November 2024

**COUNCIL APPROVED** October receipts received of £ 2153.94

**COUNCIL APPROVED** the December 2024 Payments list

	Payee	Description	Authority	Amount	VAT	Total
DD	SSE	Phonebox electricity	PHA 1936, s,234	51.22	6.68	57.90
FPO	C. Bridges	Clerks salary (December) including backpay	LGA 1972 s.112s.2	1072.73	0.00	1072.73
FPO	HMRC	NI & PAYE (December)	LGA 1972 s.112	177.32	0.00	177.32
FPO	C. Bridges	Expenses 2 <sup>nd</sup> class stamps	LGA 1972 s.111	6.80	0.00	6.80
FPO	W. Gore	Allotment hedge	Small Holdings and Allotments Act 1908 s.23	280.00	0.00	280.00
FPO	TMC Services	Village verges, 7 cuts	Highways Act 1980 s.96	450.00	0.00	450.00
FPO	Water Plus	Water- Allotments	Small Holdings and Allotments Act 1908 s.23	183.46	0.00	183.46

FPO	Water Plus	Water – changing facility	LGA 1976, s. 19	17.86	0.00	17.86
FPO	Watercare	Water sampling at the changing facility	Health and Safety at Work etc. Act 1974	210.00	42.00	252.00
					<b>TOTAL</b>	<b>£2498.07</b>

**COUNCIL NOTED** the internal transfer from the 1% Bus acc to Current Acc of £17,000 to cover the cost of the fencing, while we wait for S106 money from TBC. S106 money for the fencing anticipated to be received within the week.

**14.2 To approve bank reconciliation**

**COUNCIL APPROVED** the bank reconciliation for the current state of accounts 30 November 2024 (Appendix A).

**14.3** Budget monitoring to be discussed in item **241217/15**.

**14.4 To consider expenditure items for S106 and CIL monies and agree actions**

No new S106 or CIL expenditure.

**241217/15 To approve the 2025-26 draft budget**

**COUNCIL APPROVED** the draft budget for 2025-26 in principle.

2025-26 projects were discussed, and the removal of the bunker in the playing field was added to the list.

**COUNCIL AGREED** to increase the earmarked reserve for the mower replacement to £1,000 and the Play Area reserve to £3,000 to account for ongoing inflation.

**ACTION** Clerk to separate the bank interest receipts into interest received on APC funds and CIL funds for 2025-26.

**241217/16 COUNCIL APPROVED the updates to the following documents:**

16.1 Risk Assessment - Changing facility and Playing Field

16.2 Risk Assessment - Changing facility Fire Risk

16.3 Health and Safety Policy - changing facility and Playing Field

16.4 The Council reviewed the proposed the Policy and Procedure for Information Requests and, following discussion, it was unanimously **AGREED** to adopt the policy as presented. The Policy and Procedure for Information Requests will take effect immediately and be subject to regular review as per the Council's governance procedures.

**241217/17 To note agenda items for next meeting 21 January**

- Privacy Notice
- Update on Village Hall
- Agree the 2025-26 Precept

Meeting closed at 9.15pm. Date of next Meeting: 21 January 2024 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

**2025 Meeting Dates:** 21 January, 18 February, 18 March, 15 April, 20 May, 17 June, 15 July, 19 August, 16 September, 21 October, 18 November, 16 December

**APPENDIX A**

	<b>Bank Reconciliation at 30/11/2024</b>		
	Cash in Hand 01/04/2024		124,647.84
	<b>ADD</b> Receipts 01/04/2024 - 30/11/2024		26,860.03
			151,507.87
	<b>SUBTRACT</b> Payments 01/04/2024 - 30/11/2024		44,712.64
<b>A</b>	<b>Cash in Hand 30/11/2024</b> (per Cash Book)		<b>106,795.23</b>
	Cash in hand per Bank Statements		
	Petty Cash	30/11/2024	0.00
	Current Account	30/11/2024	1,110.74
	Savings Account (1%)	30/11/2024	5,529.87
	CIL Savings (1%)	30/11/2024	9,282.44
	CIL Savings (3.6%)	30/11/2024	60,000.00
	CIL Savings (% tracker)	30/11/2024	30,967.18
			<b>106,890.23</b>
	Less unrepresented payments		95.00
			106,795.23
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>106,795.23</b>
	<b>A = B Checks out OK</b>		