

CHELFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Thursday 13th July, 2023

Time: 7:30p.m.

Venue: The Hub, Elmstead Road, Chelford

E.M.Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 8th July, 2023

In order to keep councillors and other members of the public safe, please do not attend the meeting if you are feeling unwell for any reason or if you have been in contact with anyone who has Covid, flu or Covid/flu symptoms.

All attendees will be expected to respect social distancing preferences of other attendees.

AGENDA

To Members of Chelford Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

- 1. Apologies for absence**
- 2. Declarations of Interest** – To receive Declarations of Interest in any items on the agenda.
- 3. Public Forum for Questions**
 - (a) To receive questions from members of the public including the following:
 - i. Reports of unexpected tree work being carried out.
 - (b) To receive a summary of issues raised via the Parish Council social media accounts.
- 4. Co-option of Parish Councillors**
 - (a) To receive and consider the expressions of interest from candidates.
 - (b) To co-opt new councillors from the candidates at (a) above.
 - (c) To receive the declarations of acceptance of office from new Members.
- 5. Reports from External Organisations**
 - (a) Cheshire East Ward Member Cllr. A. Harrison – To receive a report on items of interest to the Parish Council.
 - (b) Chelford Ward Policing Team – To receive a report on matters of interest / concern within the Parish.
- 6. Minutes**
 - (a) To approve the Minutes of the meeting held 8th June, 2023 as a correct record.
- 7. Finance**
 - (a) To receive and consider the Financial Statement 2023/24 as at 13th July, 2023. (Appendix A)
 - (b) To note receipts as listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.

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8. Planning Matters

- (a) To receive and note recent planning decisions issued by Cheshire East Council.
(Appendix D)
- (b) To consider the following planning applications -
- i. 23/2154T: 2 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP
Yew Tree – reduce stubs back down into live growth. Reason: to produce a solid canopy formation and to improve the overall shape of the tree.
 - ii. 23/2369M: Holly Tree House, Pepper Street, Chelford. SK11 9BE
Extensions and alterations to include a side and rear leisure complex extension to the existing dwelling and alterations to the existing detached garage. [Application site within Marthall Parish.]
 - iii. 23/2425T: 1 Highland Drive, Chelford. SK11 9GB
T1: Oak tree, by roadside, near the side of the house. Reduce radial crown spread of tree by up to 2m, on South and East face away from building. Thin out remaining tree canopy by up to 20% to balance crown. Tree is very close to building and it is recommended to make minor works now to keep the tree at a suitable size for its location. T2: Oak tree just behind fence at the back of the property. Remove overextended lateral branch that extends over the garden to balance crown and improve aesthetic of tree.
 - iv. 23/2448M: 106 Dixon Drive, Chelford. SK11 9BX
Renovation of dwelling to include rear extension and conversion of loft.
 - v. Any planning applications received following the issue of the agenda may be included for discussion if required.

9. Chelford Activity Park

- (a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.
- (b) To receive and consider updates relating to the delivery of the refurbishment work at Chelford Activity Park.

10. Highway matters

- (a) To receive updates relating to reported highway defects.
- (b) To receive new highway defects for attention from Members.
- (c) To receive, if available, updates relating to repairs and upgrades to the zebra crossing.

11. Chelford Community Newsletter

- (a) To consider and approve the latest edition of the newsletter for printing and distribution.
- (b) To consider and approve the role and responsibilities of the Parish Council and useful phone numbers documents for distribution with the newsletter.

12. Correspondence

- (a) To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and determine such actions as Members consider appropriate thereto –
- i. ChALC – Notice of preparations for national events to commemorate the 80th Anniversary of D-Day on 6th June, 2024.
[Link to information: <https://www.d-day80beacons.co.uk/>]
 - ii. Police & Crime Commissioner – Quarterly Review.
[Link to information: <http://www.cheshire-pcc.gov.uk/news/local-updates>]

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- iii. Cheshire East Council Bus Support Criteria Consultation. (Closes: 06/08/23)
[Link to information: <https://surveys.cheshireeast.gov.uk/s/BusC23/>]

13. Community Matters

- (a) Community Speed Watch
 - i. To receive an update on community speed watch activities.
 - ii. To receive updates relating to a proposal for average speed cameras.
- (b) Chelford Bowling Club
 - i. To receive an update relating to current status of Chelford Bowling Club.
- (c) Chelford Parish Hall
 - i. To receive an update on progress to transfer the custodian trusteeship.
- (d) Chelford Railway Station
 - i. To consider progress to secure a replacement ticket vending machine.
 - ii. To consider the train station ticket office consultation. (Closing date: 26/07/23)
[Link to information: <https://www.transportfocus.org.uk/train-station-ticket-office-consultation/>]

14. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.

15. Date of next meeting – Thursday 10th August, 2023 at 7:30p.m. at The Hub.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

16. Matters for consideration including those transferred from above items (as required)

E.M.Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 8th July, 2023

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APPENDIX A

Financial Statement – 2023/24 as at 13 th July, 2023					
Actual 2022/23 £	Details	2023/24 Budget £	Actual to Jun. 23 £	Agenda Jul. 23 £	Budget Balance £
	Receipts				
44,980.00	Precept	47,498.00	23,749.00		23,749.00
0.00	Balances	0.00	0.00		0.00
1,145.78	Investment interest	0.00	0.00		0.00
0.00	Sale of assets	0.00	0.00		0.00
0.00	Grants, donations & refunds	0.00	0.00		0.00
1,250.00	Newsletter advertising	0.00	40.00	20.00	0.00
1,451.63	VAT refund		2,698.09		732.83
48,827.41	Total receipts	47,498.00	26,487.09	20.00	24,481.83
	Payments				
11,847.32	Salary (Clerk)	13,655.00	3,157.50	1,052.50	9,445.00
434.38	National Insurance (Employer)	530.00	132.00	44.00	354.00
2,677.52	Pension contributions (Employer)	2,855.00	697.80	232.60	1,924.60
766.79	Allowances (Clerk)	930.00	198.20	71.93	659.87
75.21	Administration	295.00	2.60		292.40
0.00	Chairman/Member allowances	0.00	0.00		0.00
402.50	Audit fees (internal & external)	540.00	225.00		315.00
591.36	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	0.00		370.00
0.00	Grants	3,000.00	0.00		3,000.00
318.03	Newsletter	1,467.00	615.66	117.35	733.99
96.39	Street lighting	280.00	17.14	19.02	243.84
24.00	Website	50.00	4.00	4.00	42.00
270.00	Professional services	2,091.00	856.00	291.00	944.00
0.00	Advertising	100.00	0.00		100.00
562.00	Subscriptions/affiliation fees	665.00	489.25	50.00	125.75
220.00	Room hire	350.00	17.50	330.00	2.50
100.00	Training	550.00	110.00	85.00	355.00
2,854.15	Chelford Activity Park maintenance	6,175.00	1,067.30	223.82	4,883.88
2,033.00	Chelford Village maintenance	4,520.00	140.00	639.50	3,740.50
19,864.95	Assets – purchase	3,000.00	905.00		2,095.00
456.50	Assets – maintenance	3,325.00	0.00		3,325.00
1,677.00	Community Events	500.00	499.88		0.12
0.00	Neighbourhood Plan	250.00	0.00		250.00
47.96	Contingency	1,000.00	0.00	64.62	935.38
2,698.09	VAT		558.89	173.94	
48,087.15	Total payments	47,498.00	9,693.72	3,399.28	35,137.83

Cash/Bank reconciliation	01/04/23	08/06/23	13/07/23	31/03/24
Balance B/Fwd	101,662.54	101,662.54	118,455.91	115,076.63
Add total receipts	47,498.00	26,487.09	20.00	24,481.83
Less total payments	47,498.00	9,693.72	3,399.28	35,137.83
Balance C/Fwd	101,662.54	118,455.91	115,076.63	104,420.63
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/23	08/06/23	13/07/23	31/03/24
General funds	56,702.28	73,545.65	70,251.37	59,595.37
Earmarked reserves	44,960.26	44,910.26	44,825.26	44,825.26
	101,662.54	118,455.91	115,076.63	104,420.63

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Cash/Bank Reconciliation as at 13th July 2023

Cash

Balance brought forward 01/04/23	
Current Account	4,687.60
Business Reserve Account	15,908.73
Skipton Building Society	81,066.21
	101,662.54

Plus receipts	26,507.09
Less payments	13,093.00
Balance carried forward 13/07/23:	115,076.63

Bank (NatWest)

Business Reserve Account	15,908.73	05/04/23
Add receipts/transfer since above statement		

0.00		0.00
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Less unrepresented cheques

0.00		0.00
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15,908.73 13/07/23

Current Account	26,506.59	05/06/23
Add receipts/transfer since above statement		

0.00		0.00
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Less unrepresented cheques

Approved 2022/23	-318.03
Approved 2023/24	-4,752.21
For approval	-3,399.28

Less payment already issued	64.62		-8,404.90
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18,101.69 13/07/23

Skipton Building Society

Community Saver Account	81,066.21	01/04/23
Add receipts/transfer since above statement		

0.00		0.00
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Less unrepresented cheques

0.00		0.00
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81,066.21 13/07/23

Total bank balances 13/07/23	115,076.63
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APPENDIX B

Receipts

Trader AE	£10.00	Newsletter advertising fee
Trader AF	£10.00	Newsletter advertising fee

APPENDIX C

Payments for approval

Cheque No 001538	E. M. Maddock	£1,039.68	Salary & allowances: July 2023
Cheque No 001539	H.M. Revenue & Customs	£70.86	Income Tax & National Insurance contributions
Cheque No 001540	Greenfingers Landscape Ltd.	£268.58	Grounds maintenance: June 2023
Cheque No 001541	Northwich Town Council	£767.40	Floral displays planting and watering*
Cheque No 001542	The Chelford Social Committee	£330.00	Room hire 2023/24
Cheque No 001543	Society of Local Council Clerks	£291.00	Membership fee 2023/24
Cheque No 001544	Cheshire Association of Local Councils	£85.00	Training fees (3)
Cheque No 001545	Cheshire East Council	£117.35	Newsletter printing: June 2023
Cheque No 001546	Cheshire Community Action	£50.00	Membership fee 2023/24
Direct Debit	npower	£19.50	Electricity charges: April-June 2023
Direct Debit	1&1 IONOS	£2.40	Email account fees: June 2023
Direct Debit	1&1 IONOS	£2.40	Email account fees: July 2023
Standing Order	Cheshire Pension Fund	£290.49	Pension contributions: July 2023
Cheque No 001284	Friends of Chelford Station	£64.62	Brushcutter servicing**

[Notes: *subject to re-issue of invoice; **cheque issued in March 2019 and banked June 2023]

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APPENDIX D

Outstanding planning applications & recent planning decisions

- 19/2936W Dingle Bank Quarry, Holmes Chapel Road, Lower Withington. SK11 9DR
Variation of Condition 4 on application 16/3064W – Variation of Conditions 2, 4 and 5 of permission 10/3080W.
DECISION STATUS – Undecided
- 19/4049M Land at former Chelford Agricultural Centre, Dixon Drive, Chelford.
Non-material amendment to approved application 18/0171M.
DECISION STATUS – Undecided
- 19/5674M The Coach House, Peover Lane, Chelford. SK11 9AN
Planning permission for replacement of the existing Gardener's Cottage, together with ancillary garaging/store and garden building and associated works.
DECISION STATUS – Undecided
- 20/3607M Eddie Stobart Ltd, Knutsford Road, Chelford. SK11 9AS
Amendment to s106 (release the local connection criteria for the Shared Ownership units) on application 16/0504M – Reserved matters application for access, appearance, landscaping, layout and scale following approval 13/4640M.
DECISION STATUS – Undecided
- 22/3348M Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of existing building to form new dwelling.
DECISION STATUS – Undecided
- 22/5050M Fir Tree Cottage, Carter Lane, Chelford. SK11 9BD
Demolition of existing house and garage and construction of new replacement dwelling.
DECISION STATUS – Undecided
- 23/1416M Foxfields, Peover Lane, Chelford. SK11 9AL
Installation of ground mounted solar P.V. system.
DECISION STATUS – Approved with conditions (30/06/23)
- 23/1921M Land to the south of Peover Lane, Chelford. SK11 9AJ
Construction of two new dwellings and the gifting of the land outlined in blue to the community to enable the re-establishment of the former cricket facilities.
DECISION STATUS – Undecided