

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held Thursday 12th October, 2023 at 7:30p.m. at The Hub, Elmstead Road, Chelford.

Present Councillors B. Brindley (Chairman), J. Fielding, C. Howlett, D. Wilson, S. Wilson
C. Wright.
Members of the public (0).
Cheshire East Ward Member: Cllr. A. Harrison.
Dr. E. M. Maddock – Clerk & Responsible Financial Officer.

1. Apologies for absence

Councillor C. Montaldo – Work reason.
Councillor C. Reeves – Personal reason.

**345/23 RESOLVED (a) To receive and approve the apologies for absence.
(All in favour)**

Councillor T. McCrum was absent from the meeting.

2. Declarations of interest

(a) **Declarations of interest in items on the agenda –**
Councillor B. Brindley – Item 7(b)(i) – Neighbour to application site.
Dr. E. M. Maddock – Item 18(a) – Clerk & Responsible Financial Officer.

**346/23 RESOLVED (a) To receive and note the declarations of interest above.
(All in favour)**

7:32p.m. - Councillor J. Fielding joined the meeting.

3. Public forum for questions

(a) **Questions from members of public –** No questions were presented by members of the public.

**347/23 RESOLVED (a) To note that no questions had been presented by
Members of the public. (All in favour)**

i. Request for litter bin in vicinity of bench near the roundabout: It was reported that Cheshire East Council had refused the request for a litter bin at this location on the grounds that the location was not suitable for safe and effective refuse collection.

**348/23 RESOLVED (a) To receive the response from Cheshire East Council
regarding the proposed litter bin. (All in favour)**

(b) **Summary of issues raised on social media accounts**

i. It was reported that residents had complained about bushes at Dixon Drive which were hanging over the footway.

**349/23 RESOLVED (a) That Councillor C. Wright forward the image of the
overhanging bushes, together with exact location, to the
Clerk.
(b) That the Clerk report the above issue to Cheshire East
Council for attention. (All in favour)**

4. Reports from external organisations

(a) **Cheshire East Ward Member Cllr. A. Harrison – report on matters of interest –**
Borough Councillor A. Harrison reported that he had requested the speed monitoring strips which had recently been deployed at Knutsford Road. It was noted that a new Policing Team had been allocated to the Chelford Ward. A recent visit to Alderley Park had been very informative and suggestions for a cycle link

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between Alderley Park and Chelford Railway Station were being explored. Cheshire East Council is currently experiencing issues in respect of the administration of s.106 funds. Many call-in requests for planning applications are being refused due to pressure on committee time. A recent Ward surgery had taken place. Cheshire East Council has experienced significant financial loss following the cancellation of the Crewe to Manchester phase of HS2. No meeting has yet taken place to review the refurbishment work at Chelford Activity Park.

350/23 RESOLVED (a) To receive and note the report from Borough Councillor A. Harrison. (All in favour)

5. Minutes

(a) The Minutes of the Parish Council Meeting held 14th September, 2023 had been previously circulated to all Members.

351/23 RESOLVED (a) That the Minutes of the Parish Council Meeting held 14th September, 2023 be confirmed as a correct record. (All in favour)

6. Finance

(a) **Financial Statement 2023/24 as at 12th October, 2023** – Members considered the financial statement 2023/24 which was unanimously accepted. (Appendix A)

(b) **Receipts** – The Chairman noted the receipts which had been received since the last meeting. (Appendix B)

(c) **Payments** – The Chairman outlined the basis of payments listed at Appendix C.

352/23 RESOLVED (a) That the financial statement as at 12th October, 2023 be received and observations be duly noted. (Appendix A)
(b) That receipts listed at Appendix B be received and duly noted.
(c) That the schedule of payments at Appendix C be approved and duly authorised. (All in favour)

(d) **Electricity supply** – It was reported that the unit cost of the existing electricity supply had increased from 1st October, 2023. Alternative suppliers had been approached, however, the current supplier offered the most cost effective tariff.

353/23 RESOLVED (a) To receive and note the report relating to electricity supply.
(b) To approve continuing with the existing electricity tariff. (All in favour)

7. Planning Matters

(a) **Recent planning decisions** – Members noted the planning decisions which had been issued by Cheshire East Council in respect of development within the Parish since the last meeting. (Appendix D)

354/23 RESOLVED (a) That the recent planning decisions be received and duly noted. (All in favour)

(b) Planning application for consideration

i. **23/2755M:** 3 Church Cottages, Holmes Chapel Road, Chelford. SK11 9AQ
Replace existing single glazed windows with double glazed windows.
[23/2756M: Listed Building Consent for above proposal]

355/23 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of planning application 23/2755M. (All in favour)

ii. **23/3339T:** Amenity Land, Broomfield Close, Chelford.
Turkey Oaks Quercus Cirrus fully mature tags 3965 and 3966 1-3m selective

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end weight reduction of tree to reduce load and risk.

356/23 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of planning application 23/3339T. (All in favour)

- iii. **23/3587T:** 16 Broomfield Close, Chelford. SK11 9SL
T1 Mature Oak, crown lift by 4 metres, crown hanging very low to garden. T2 Mature Oak, crown lift by 4 metres branches overhanging property. Also crown reduce on the side by 3 metres as too close to property.

357/23 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of planning application 23/3587T. (All in favour)

- iv. **23/3665M:** Selworthy, 27 Broomfield Close, Chelford. SK11 9SL
Proposed single storey side and rear extension with internal reconfigure and associated works.

358/23 RESOLVED (a) That the following comments be submitted to Cheshire East Council in respect of planning application 23/3665M: Chelford Parish Council has no objections to the principle of the proposed development subject to due regard being given to the impact of the proposed velux windows on the privacy and residential amenity of adjacent properties. The Parish Council requests that all relevant policies of the Chelford Neighbourhood Plan are also taken into consideration during the determination of the application, including those relating to materials. (All in favour)

- v. Planning application received following the issue of the agenda:
- **23/3801M:** 16 Broomfield Close, Chelford. SK11 9SL
Single storey rear extension, internal modification, adjusting front window and the installation of new solar panels to the front pitched roof.

359/23 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of planning application 23/3801M. (All in favour)

8. Chelford Activity Park

- (a) **Issues identified during routine inspections** – Councillor B. Brindley reported that issues relating to litter and moles continue to be monitored. The basketball nets have been re-attached to the hoops and new table tennis padels are now available for use. Queries had been received regarding improvements to the bike track and it had been noted that the work had been ordered.

360/23 RESOLVED (a) To receive and note the report. (All in favour)

- (b) **Refurbishment work at Chelford Activity Park** – Borough Councillor A. Harrison had provided an update at item 4. It was reported that the Clerk had met on site with Councillor A. Harrison to discuss the issues to be addressed.

361/23 RESOLVED (a) To receive and note the update. (All in favour)

9. Highway Matters

- (a) **Updates on reported highway defects** – It was reported that no updates had been received in respect of some highway defects, however, the following updates were available:

- i. Dropped kerbs (Knutsford Road near to Station Road): The dropped kerbs are provided to allow pedestrians, including elderly, disabled or people with prams, to cross the road more easily. The uncontrolled crossing includes tactile paving to make visually impaired people aware of it. The specification at this location looks as standard. Original safety assessments were carried

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out externally, not by the Road Safety team. It appears that the scheme has been adopted.

- ii. Zebra crossing: The beacons at the crossing have now been fixed. No updates were available regarding the safety review of the crossing.
- iii. Unauthorised sign at roundabout: The unauthorised sign is awaiting removal.

362/23 RESOLVED (a) To receive and note the updates. (All in favour)

- (b) **Highway defects requiring attention** – No further defects were reported by Members (see item3(b)).

363/23 RESOLVED (a) That no further highway defects had been identified. (All in favour)

- (c) **Elmstead Road** – It was reported that Cheshire East Council had requested information from the Parish Council regarding traffic flow on Elmstead Road. A request had been submitted to Cheshire East Council by a member of the public requesting a speed limit reduction to 20mph or speed bumps to be applied to Elmstead Road.

364/23 RESOLVED (a) To receive the information from Cheshire East Council. (b) That the Clerk submit a response to the request advising that the Parish Council is not aware of a speed problem, however, there are issues along Elmstead Road caused by parked vehicles. (c) That the Clerk make enquiries to establish progress for the review of the junction of Oak Road with Knutsford Road given continuing issues caused by parked cars on Oak Road impeding access to and from Knutsford Road. (All in favour)

- (d) **Cheshire East Highways September Newsletter** – The newsletter had been previously circulated to all Members.

365/23 RESOLVED (a) To receive and note the newsletter. (All in favour)

10. Chelford Community Newsletter

- (a) **Newsletter Edition 10** – Members considered the content of Newsletter Edition 10.
- (b) **Request from Lower Withington Parish Council** – It was reported that Lower Withington Parish Council was interested in producing an article within their newsletter explaining the role of Parish Councils, similar to that recently distributed in Chelford.

366/23 RESOLVED (a) That approval be given for the printing and distribution of Edition 10 of the Chelford Community Newsletter. (b) That no objections be raised to Lower Withington Parish Council using the Chelford information as the basis of an article within the Lower Withington newsletter. (All in favour)

11. 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. Cheshire East Council: Invitation to attend Mayors Civic Service on 5th November 2023.

367/23 RESOLVED (a) That no-one was available to attend the service. (All in favour)

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- ii. Slow Ways: National walking network creation. [<https://beta.slowways.org/>]
- 368/23 RESOLVED (a) To receive and note the information. (All in favour)**
- iii. Lancaster University: Climate Change and the English Countryside research project.
- 369/23 RESOLVED (a) That no response be submitted to the survey.
(b) That the Clerk write to the research team advising that the Parish Council was not willing to publicise the study due to the style and content of the survey. (All in favour)**
- iv. Cheshire East Council: Notice of potential budget deficit of £12.8m.
- 370/23 RESOLVED (a) To receive and note the information. (All in favour)**
- v. Cheshire East Council: Review of household waste recycling centre provision.
- 371/23 RESOLVED (a) To receive and note the information. (All in favour)**
- vi. Cheshire East Council: Update on s.106 developer agreements within the borough.
- 372/23 RESOLVED (a) To receive and note the information. (All in favour)**
- vii. Cheshire East Council: Future maintenance of green spaces.
- 373/23 RESOLVED (a) That the consultation be considered at a future meeting.
(b) That the Clerk request a schedule of green spaces and verges that are maintained by Cheshire East Council.
(c) That the Clerk submit a report to Cheshire East Council regarding the clumping of grass at Mere Court Park following mowing in wet weather.
(d) That the Clerk submit a report to Cheshire East Council regarding the pond at Mere Court Park becoming overgrown again. (All in favour)**
- viii. The Mersey Forest – Support for tree planting in Cheshire: information session.
- 374/23 RESOLVED (a) That any Members interested in attending contact the Clerk so that places can be booked. (All in favour)**
- ix. Police & Crime Commissioner: Annual Report 2022/23.
- 375/23 RESOLVED (a) To receive and note the information. (All in favour)**
- x. Cheshire East Council: Re-procurement of local bus contracts.
- 376/23 RESOLVED (a) That a response be submitted to the consultation advising that no suggested amendments are made to the route, however, requesting that provision should be made within the timetable to allow buses travelling along Pepper Street to do so at a safe speed. (All in favour)**
- xi. Bluedot Festival: Notice of cancellation of 2024 festival.
- 377/23 RESOLVED (a) To receive and note the information. (All in favour)**

12. Reports from meeting with external organisations

- (a) **Cheshire East Climate Conference held 3rd October, 2023** – It was reported that Cheshire East Council had one of the most ambitious carbon targets within England, aiming to reach net zero by 2025. Many Cheshire East Council vehicles had been changed to electric or hydrogen power and a new solar farm is planned at Leighton Grange. Significant tree planting is planned within the borough along with work to protect peatland.

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378/23 RESOLVED (a) To receive and note the report. (All in favour)

- (b) **Manchester Airport Town and Parish Council Forum held 11th October, 2023** – It was reported that Manchester Airport had received good customer reviews. There was disappointment that HS2 had been cancelled. There had been an increase in complaints received over the last 12 months, particularly from Knutsford, Mobberley and Bowden, mainly due to increases in easterly operations. The airspace review remains ongoing with a consultation expected in due course. Updates to the navigational systems used by aircraft are being carried out with interim measures being implemented until the new satellite system is fully operational. Manchester Airport staff continue to carry out lots of community engagement and volunteer work.

379/23 RESOLVED (a) To receive and note the report. (All in favour)

13. Community Matters

- (a) **Chelford Ward Policing Team** – It was reported that a new Policing Team had been allocated to the Chelford Ward. No monthly crime report had been provided.

380/23 RESOLVED (a) To receive and note the update. (All in favour)

(b) Community Speed Watch

- i. **Community Speed Watch activities** – There was nothing to report.

381/23 RESOLVED (a) To receive and note the report. (All in favour)

14. Forward Planning

- (a) Parish Council projects – Members were invited to consider what projects could be pursued by the Parish Council over the current term of office. Members were invited to submit suggestions to the Clerk for consideration at a future meeting.

382/23 RESOLVED (a) That Members submit suggestions for Parish Council projects to the Clerk for consideration at a future meeting. (All in favour)

- (b) **Annual Parish Meeting 2024** – Members were invited to consider the style and format of the next Annual Parish Meeting.

383/23 RESOLVED (a) That Members submit suggestions for format and/or activities at the Annual Parish Meeting 2024 for consideration at a future meeting. (All in favour)

15. Co-option of Parish Councillor – No expressions of interest had been received.

384/23 RESOLVED (a) To defer the co-option of a councillor to a future meeting. (All in favour)

16. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.

17. Date of next meeting – Thursday 9th November, 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.

385/23 RESOLVED (a) That the public and press be excluded from the following item of business on the grounds that it could involve the likely disclosure of exempt information. (All in favour)

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8:55p.m. - The Clerk and Borough Councillor A. Harrison left the meeting room.

18. Matters for consideration including those transferred from above items

(a) Clerk & Responsible Financial Officer – Annual Performance and Pay Review.

386/23 RESOLVED

- (a) That the annual performance and pay review be accepted.
- (b) That the Clerk's salary be increased by one increment with effect from 1st April, 2024.
- (c) That the Clerk's working hours be increased by one hour per week from 1st November, 2023.
- (d) That a further review of the Clerk's working hours be undertaken in April, 2024.
- (e) That financial support, to the sum of £200, be provided for training and development.
- (f) That funds be provided for a new laptop of value up to £1,000. (All in favour)

9:03p.m. - The Clerk returned to the meeting room.

The meeting was declared closed by the Chairman at 9:05p.m.

Signed:.....

Approval date: 9th November, 2023

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APPENDIX A

Financial Statement – 2023/24 as at 12 th October, 2023					
Actual 2022/23 £	Details	2023/24 Budget £	Actual to Sep. 23 £	Agenda Oct. 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	42.94	1,303.29	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	70.00	5.00	0.00
1,451.63	VAT refund		2,698.09		1,213.72
48,827.41	Total receipts	47,498.00	26,560.03	1,308.29	24,962.72
	Payments				
11,847.32	Salary (Clerk)	13,655.00	6,315.00	1,052.50	6,287.50
434.38	National Insurance (Employer)	530.00	264.00	44.00	222.00
2,677.52	Pension contributions (Employer)	2,855.00	1,395.60	232.60	1,226.80
766.79	Allowances (Clerk)	930.00	431.86	62.44	435.70
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	435.00		105.00
591.36	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	0.00	70.00	300.00
0.00	Grants	3,000.00	200.00		2,800.00
318.03	Newsletter	1,467.00	923.49	190.48	353.03
96.39	Street lighting	280.00	36.16	23.59	220.25
24.00	Website	50.00	12.00	3.50	34.50
270.00	Professional services	2,091.00	1,986.00		105.00
0.00	Advertising	100.00	0.00		100.00
562.00	Subscriptions/affiliation fees	665.00	539.25		125.75
220.00	Room hire	350.00	347.50		2.50
100.00	Training	550.00	245.00	25.00	280.00
2,854.15	Chelford Activity Park maintenance	6,175.00	1,755.52	1,473.82	2,945.66
2,033.00	Chelford Village maintenance	4,520.00	1,480.00		3,040.00
19,864.95	Assets – purchase	3,000.00	905.00	18.41	2,076.59
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	64.62		935.38
2,698.09	VAT		1,163.40	50.32	
48,087.15	Total payments	47,498.00	19,001.88	3,246.66	26,463.18

Cash/Bank reconciliation	01/04/23	14/09/23	12/10/23	31/03/24
Balance B/Fwd	101,662.54	101,662.54	109,220.69	107,282.32
Add total receipts	47,498.00	26,560.03	1,308.29	24,962.72
Less total payments	47,498.00	19,001.88	3,246.66	26,463.18
Balance C/Fwd	101,662.54	109,220.69	107,282.32	105,781.86
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/23	14/09/23	12/10/23	31/03/24
General funds	56,702.28	64,395.43	62,457.06	60,956.60
Earmarked reserves	44,960.26	44,825.26	44,825.26	44,825.26
	101,662.54	109,220.69	107,282.32	105,781.86

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Cash/Bank Reconciliation as at 12th October 2023

Cash

Balance brought forward 01/04/23	
Current Account	4,687.60
Business Reserve Account	15,908.73
Skipton Building Society	<u>81,066.21</u>
	101,662.54
Plus receipts	27,868.32
Less payments	<u>22,248.54</u>
Balance carried forward 12/10/23:	<u><u>107,282.32</u></u>

Bank (NatWest)

Business Reserve Account	15,951.67		05/07/23
Add receipts/transfer since above statement			
	<u>0.00</u>		
		0.00	
Less unrepresented cheques			
	<u>0.00</u>		
		<u>0.00</u>	
		15,951.67	12/10/23

Current Account	18,383.38		05/09/23
Add receipts/transfer since above statement			
	<u>0.00</u>		
		0.00	
Less unrepresented cheques			
Approved 2022/23	-318.03		
Approved 2023/24	-5,857.54		
For approval	<u>-3,246.66</u>		
		<u>-9,422.23</u>	
		8,961.15	12/10/23

Skipton Building Society

Community Saver Account	82,369.50		29/09/23
Add receipts/transfer since above statement			
	<u>0.00</u>		
		0.00	
Less unrepresented cheques			
	<u>0.00</u>		
		<u>0.00</u>	
		82,369.50	12/10/23

Total bank balances 12/10/23	<u><u>107,282.32</u></u>
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APPENDIX B

Receipts

Skipton Building Society	£199.93	Gross interest – April 2023
Skipton Building Society	£199.20	Gross interest – May 2023
Skipton Building Society	£217.97	Gross interest – June 2023
Skipton Building Society	£217.54	Gross interest – July 2023
Skipton Building Society	£231.48	Gross interest – August 2023
Trader AH	£5.00	Newsletter advertising fee
Skipton Building Society	£237.17	Gross interest – September 2023

APPENDIX C

Payments for approval

Cheque No 001560	Cheshire Tree Surgeons Ltd.	£1,250.00	Tree work: Chelford Activity Park
Cheque No 001561	E. M. Maddock	£1,052.28	Salary, allowances, expenses: Oct. 2023
Cheque No 001562	H.M. Revenue & Customs	£70.86	Income Tax & National Insurance contributions
Cheque No 001563	Tivoli Group Ltd.	£268.58	Grounds maintenance: Sep. 2023
Cheque No 001564	Cheshire East Council	£190.48	Newsletter printing: Sep. 2023
Cheque No 001565	Cheshire Association of Local Councils	£25.00	Training fee (Cllr.)
Cheque No 001566	Royal British Legion	£25.00	Donation (Direct)
Cheque No 001567	Royal British Legion	£45.00	Donation (Chelford street poppies)
Standing Order	Cheshire Pension Fund	£290.49	Pension contributions: Oct. 2023
Direct Debit	IONOS	£4.20	Email account fees: Oct. 2023
Direct Debit	npower	£24.77	Electricity charges: Jul.-Sep. 2023

APPENDIX D

Outstanding planning applications & recent planning decisions

- 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

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- 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
- 23/1921M 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
- 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.
DECISION STATUS – Consent for works with conditions (03/10/23)
- 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.]
DECISION STATUS – Undecided [Revised plans 07/09/23]
- 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.
DECISION STATUS – Undecided
- 23/2213M Fishing Lane, Bollington Lane, Nether Alderley.
Provision of two parking areas and three fishing cabins. Retrospective permission for erection of fencing.
DECISION STATUS – Undecided [Currently scheduled for committee 06/12/23]
- 23/2883M 6 Clay Heyes, Chelford. SK11 9ST
1st floor extension above garage and conversion of attic.
DECISION STATUS – Undecided
- 23/3183T: Amenity Land, Dixon Drive, Chelford.
Lift 3rd order branches over Broomfield Close highway to 6m affecting Oak Tag 3995 Birch Tag 3954 and Alders (multi stems) G1 group x2 trees. Cut Back from Street lightings Broomfield Close Alders and Oak Tag 3955 to clear by up to 2m. Lift of 3rd order branches to 3m over FP to Goat Willow Tag 3958 on Dixon drive and cut back from streetlight to clear by up to 2m.
DECISION STATUS - Undecided