

CHELFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Thursday 12th October, 2023

Time: 7:30p.m.

Venue: The Hub, Elmstead Road, Chelford

E.M.Maddock

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

Dated 7th October, 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. Request for a litter bin in the vicinity of the bench near the roundabout.
 - (b) To receive a summary of issues raised via the Parish Council social media accounts.
- 4. Cheshire East Ward Member: Cllr. A. Harrison** – To receive a report on items of interest to the Parish Council.
- 5. Minutes** – To approve the Minutes of the meeting held 14th September, 2023 as a correct record and approve signing by the Chairman.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2023/24 as at 12th October, 2023. (Appendix A)
 - (b) To note receipts as listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To receive notice of revised electricity tariff and information relating to alternative supply rates.
- 7. Planning Matters**
 - (a) To receive and note recent planning decisions issued by Cheshire East Council in respect of development within the Parish. (Appendix D)

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- (b) To consider the following planning applications -
- 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]
 - ii. 23/3339T: Amenity Land, Broomfield Close, Chelford.
Turkey Oaks Quercus Cirrus fully mature tags 3965 and 3966 1-3m selective end weight reduction of tree to reduce load and risk.
 - 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.
 - iv. 23/3665M: Selworthy, 27 Broomfield Close, Chelford. SK11 9SL
Proposed single storey side and rear extension with internal reconfigure and associated works.
 - v. Any planning applications received following the issue of the agenda may be included for discussion if required.

8. Chelford Activity Park

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

9. Highway matters

- (a) To receive updates relating to reported highway defects.
- (b) To receive new highway defects for attention from Members.
- (c) To consider response to Cheshire East Council as to whether there are considered to be existing speeding issues on Elmstead Road.
[Question has been raised following an enquiry, by a member of the public, for a speed limit reduction to 20mph or speed bumps to be applied to Elmstead Road.]
- (d) To receive the Cheshire East Highways September Newsletter.

10. Chelford Community Newsletter

- (a) To consider and approve the latest edition of the newsletter for printing and distribution.
- (b) To receive a request from Lower Withington Parish Council regarding the previously distributed 'useful information' document.

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.
 - ii. Slow Ways: National walking network creation.
[Link to information: <https://beta.slowways.org/>]
 - iii. Lancaster University: Climate Change and the English Countryside research project. [Link to information: https://lancasteruni.eu.qualtrics.com/jfe/form/SV_dmoFlss6Xai1H4a]
 - iv. Cheshire East Council: Notice of potential budget deficit of £12.8m.

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- v. Cheshire East Council: Review of household waste recycling centre provision.
[Link to information:
https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/council-gives-update-on-review-of-household-waste-recycling-centre-provision.aspx]
- vi. Cheshire East Council: Update on s.106 developer agreements within the borough. [Link to information:
https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/cheshire-east-council-publishes-report-on-developer-agreements.aspx]
- vii. Cheshire East Council: Future maintenance of green spaces.
[Link to information:
https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/council-set-to-consult-on-maintenance-of-green-spaces.aspx]
- viii. The Mersey Forest – Support for tree planting in Cheshire: information session. (16th October, 2023; 6:00-7:00p.m.; online)
- ix. Police & Crime Commissioner: Annual Report 2022/23.
[Link to information:
<https://www.cheshire-pcc.gov.uk/SysSiteAssets/media/downloads/what-the-commissioner-does/police-and-crime-plan/annual-report-2022-23-web.pdf>]
- x. Cheshire East Council: Re-procurement of local bus contracts.
[Note: The D&G service (No. 88) from Macclesfield to Knutsford is one of the routes included within the Cheshire East Supported Bus Services. Members are asked to consider whether there are any minor changes to this service which would benefit parishioners ahead of the re-procurement process.]
- xi. Bluedot Festival: Notice of cancellation of 2024 festival.

12. Reports from meeting with external organisations

- (a) To receive a report from the Cheshire East Climate Conference held 3rd October 2023.
- (b) To receive a report from the Manchester Airport Town & Parish Council Forum held 11th October, 2023.

13. Community Matters

- (a) To receive a report from the Chelford Ward Policing Team on matters of interest / concern within the Parish.
- (b) To receive an update on community speed watch activities.

14. Forward Planning

- (a) To receive background information relating to developing a longer term plan for the Parish Council.
- (b) To receive background information relating to the Annual Parish Meeting 2024.

15. Co-option of Parish Councillor

- (a) To receive and consider update regarding the co-option of a new Parish Councillor.

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.

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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.

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

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

E.M.Maddock

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

Dated 7th October, 2023

CHELFORD PARISH COUNCIL

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	81,066.21
	101,662.54

Plus receipts	27,868.32
Less payments	22,248.54
Balance carried forward 12/10/23:	107,282.32

Bank (NatWest)

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

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

Skipton Building Society

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

Total bank balances 12/10/23	107,282.32
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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