

# CHELFORD PARISH COUNCIL

## NOTICE OF PARISH COUNCIL MEETING

**Date:** Thursday 11<sup>th</sup> January, 2024

**Time:** 7:30p.m.

**Venue:** The Hub, Elmstead Road, Chelford

*E.M.Maddock*

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

Dated 6<sup>th</sup> January, 2024

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**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.**

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### 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.
  - (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 14<sup>th</sup> December, 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 11<sup>th</sup> January, 2024. (Appendix A)
  - (b) To note receipts since the last meeting: None.
  - (c) To approve the payments listed at Appendix B.
  - (d) To consider quotations for the following:
    - i. Grass cutting at Chelford Activity Park.
    - ii. Floral display provision within Parish.
    - iii. Provision (3) and installation (4) of benches within Parish.
  - (e) To consider grant application received from Chelford Parish Hall on behalf of Chelford Indoor Bowls Club.

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## 7. Planning Matters

- (a) To receive and note recent planning decisions issued by Cheshire East Council in respect of development within the Parish. (Appendix C)
- (b) To consider the following planning applications:
  - i. None.
  - ii. Any planning applications received following the issue of the agenda may be included for discussion if required.
- (c) To consider the following environmental permitting application:
  - i. Wild Shore Chelford, Former Mere Farm Quarry, Chelford Road/Alderley Road, Nether Alderley, Cheshire. SK10 4SZ

## 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. (Appendix D)
- (b) To receive new highway defects for attention from Members.
- (c) To receive updates relating to identified highway priorities. (Appendix E)

## 10. Parish Council Projects

- (a) To receive updates relating to Parish Council projects identified at previous meetings.

## 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: Confirmation of taxbase 2024/25.
  - ii. ChALC: Invitation to presentation regarding Kings Award for Voluntary Service. (25/01/24, 6pm, online)
  - iii. Cheshire East Council: Invitation to Holocaust Memorial Day Service. (26/01/24, 11am, Macclesfield Town Hall)
  - iv. Cheshire East Council: Invitation to NW Net Zero Hub - An Introduction to Community Energy presentation. (16/01/24, 8pm, online)
  - v. CPRE The Countryside Charity: Notice of funding shortfall in 2023 of £125,000 and invitation to make donation.
  - vi. Cheshire East Council: Strategic Planning Update (December, 2023).
  - vii. Police & Crime Commissioner: Commissioner's Review 2023 Q4.  
[Link to information: <https://www.cheshire-pcc.gov.uk/SysSiteAssets/media/downloads/news/local-updates/digi-commissioners-review-oct--dec2023.pdf>]
  - viii. Cheshire Police: Survey on Police budget 2024/25.  
[Link to survey: [www.smartsurvey.co.uk/s/policebudget202425](http://www.smartsurvey.co.uk/s/policebudget202425)]
  - ix. ChALC: National Planning Policy Framework Updates.

## 12. 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.
- (c) To receive updates regarding reported maintenance issues at Mere Court Park.

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(d) To consider and determine arrangements for the Chelford Annual Parish meeting 2024.

**13. Co-option of Parish Councillor**

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

**14. Matters for inclusion on next/future meeting agenda**

**15. Date of next meeting** – Thursday 8<sup>th</sup> February, 2024 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 6<sup>th</sup> January, 2024

# CHELFORD PARISH COUNCIL

## APPENDIX A

<b>Financial Statement – 2023/24</b>					
<b>as at 11<sup>th</sup> January, 2024</b>					
<b>Actual 2022/23 £</b>	<b>Details</b>	<b>2023/24 Budget £</b>	<b>Actual to Dec. 23 £</b>	<b>Agenda Jan. 24 £</b>	<b>Budget Balance £</b>
	<b>Receipts</b>				
44,980.00	Precept	47,498.00	47,498.00		0.00
0.00	Balances	0.00	0.00		0.00
1,145.78	Investment interest	0.00	1,401.60		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	80.00		0.00
1,451.63	VAT refund		2,698.09		1,853.45
<b>48,827.41</b>	<b>Total receipts</b>	<b>47,498.00</b>	<b>51,677.69</b>	<b>0.00</b>	<b>1,853.45</b>
	<b>Payments</b>				
11,847.32	Salary (Clerk)	13,655.00	9,608.60	1,804.79	2,241.61
434.38	National Insurance (Employer)	530.00	414.78	147.81	-32.59
2,677.52	Pension contributions (Employer)	2,855.00	2,123.48	398.86	332.66
766.79	Allowances (Clerk)	930.00	626.87	62.44	240.69
75.21	Administration	295.00	2.60	37.50	254.90
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	70.00		300.00
0.00	Grants	3,000.00	200.00		2,800.00
318.03	Newsletter	1,467.00	1,231.32		235.68
96.39	Street lighting	280.00	59.75	38.39	181.86
24.00	Website	50.00	25.50	23.48	1.02
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	270.00		280.00
2,854.15	Chelford Activity Park maintenance	6,175.00	3,676.96	223.82	2,274.22
2,033.00	Chelford Village maintenance	4,520.00	2,619.50		1,900.50
19,864.95	Assets – purchase	3,000.00	1,790.07		1,209.93
456.50	Assets – maintenance	3,325.00	815.00		2,510.00
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		1,802.07	51.38	
<b>48,087.15</b>	<b>Total payments</b>	<b>47,498.00</b>	<b>29,208.75</b>	<b>2,788.47</b>	<b>17,354.23</b>

<b>Cash/Bank reconciliation</b>	<b>01/04/23</b>	<b>14/12/23</b>	<b>11/01/24</b>	<b>31/03/24</b>
Balance B/Fwd	101,662.54	101,662.54	124,131.48	121,343.01
Add total receipts	47,498.00	51,677.69	0.00	1,853.45
Less total payments	47,498.00	29,208.75	2,788.47	17,354.23
Balance C/Fwd	101,662.54	124,131.48	121,343.01	105,842.23
<b>Cumulative balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/23</b>	<b>14/12/23</b>	<b>11/01/24</b>	<b>31/03/24</b>
General funds	56,702.28	79,441.22	65,642.75	50,141.97
Earmarked reserves	44,960.26	44,690.26	55,700.26	55,700.26
	101,662.54	124,131.48	121,343.01	105,842.23

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## Cash/Bank Reconciliation as at 11<sup>th</sup> January, 2024

### 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	51,677.69	
Less payments	31,997.22	
Balance carried forward 11/01/24:	121,343.01	

### Bank (NatWest)

<b>Business Reserve Account</b>	16,007.04		05/10/23
Add receipts/transfer since above statement			
	-16,000.00		
	-16,000.00		
Less unrepresented cheques			
	0.00		
	0.00	7.04	11/01/24
<b>Current Account</b>	29,806.74		05/12/23
Add receipts/transfer since above statement			
	-14,000.00		
	-14,000.00		
Less unrepresented cheques			
Approved 2023/24	-4,051.80		
For approval	-2,788.47		
	-6,840.27	8,966.47	11/01/24
<b>Liquidity Manager Account</b>	0.00		09/12/23
Add receipts/transfer since above statement			
	30,000.00		
	30,000.00		
Less unrepresented cheques			
	0.00		
	0.00	30,000.00	11/01/24
<b>Skipton Building Society</b>			
<b>Community Saver Account</b>	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	11/01/24
<b>Total bank balances 11/01/24</b>		<b>121,343.01</b>	

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## APPENDIX B

### Payments for approval

Cheque No 001581	E. M. Maddock	£1,524.06	Salary and allowances: Jan. 2024 and backpay (Apr – Dec 2023)
Cheque No 001582	H.M. Revenue & Customs	£391.72	Income Tax & National Insurance contributions
Cheque No 001583	Tivoli Group Ltd.	£268.58	Grounds maintenance: Dec. 2023
Standing Order	Cheshire Pension Fund	£498.12	Pension contributions: Jan. 2024
Direct Debit	npower	£40.31	Electricity charges: Oct – Dec 2023
Direct Debit	IONOS	£28.18	Email account fees: Jan. 2024 and domain renewal (2yrs)

## APPENDIX C

### 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
- 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
- 23/2213M Fishing Lane, Bollington Lane, Nether Alderley.  
Provision of two parking areas and three fishing cabins. Retrospective permission for erection of fencing.  
DECISION STATUS – Undecided [To be considered by committee]
- 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]  
DECISION STATUS – Undecided
- 23/4479M 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP  
Two storey side and rear extension with adjoining single storey rear extension.  
DECISION STATUS – Undecided

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## APPENDIX D

### Updates relating to reported highway matters

1. Zebra crossing safety review  
UPDATE: See highway priorities (item 1)
2. Damaged chevron sign at Chelford Roundabout  
UPDATE: Repair scheduled (no date available)
3. Unauthorised advertising sign at Chelford Roundabout  
UPDATE: Cheshire East Highways has now actioned this report.
4. Protruding kerbs at traffic lights on Alderley Road  
UPDATE: Cheshire East Council has assessed the issue and included it in the repair and improvement programme for this financial year. While every effort is made to keep to the programme, it can sometimes change to stay within the available budget.
5. Street light out at Knutsford Road, to the east of junction with Dixon Drive  
UPDATE: Repair scheduled (no date available)
6. Street lights out at Chelford Roundabout, between Alderley Road and Chelford Road exits  
UPDATE: Repair scheduled (no date available)
7. Use of mannequins to deter vehicles from speeding  
UPDATE: Awaiting information from Police to support progressing proposal.
8. Street light at at pathway between Elmstead Road and Woodfin Croft  
UPDATE: Repair scheduled (no date available)

## APPENDIX E

### Highway Priorities 2023/24

#### Immediate priorities:

1. Review of zebra crossing at Knutsford Road  
UPDATE: Update report to be provided at Parish Council meeting.
2. Review of yellow lines at junction of Oak Road and Knutsford Road  
UPDATE: Matter logged with Cheshire East Council for attention.

#### High priority issues:

3. Review of options to tackle speeding issues within the Parish  
UPDATE: Application for two new SIDs along Knutsford Road to be progressed. Community speed watch to resume when permitted. Potential for average speed cameras to be assessed when initial pilot scheme at Plumley has been completed.
4. Footway surface condition along Knutsford Road from junction with Station Road to railway platform access  
UPDATE: Issue logged with Cheshire East Council for attention.
5. Siding out of footways along Knutsford Road  
UPDATE: Issue logged with Cheshire East Council for attention.
6. Review of gullies and drainage issues  
UPDATE: Gully emptying data being analysed and correlated to any current flooding issues.
7. Signage (or other measures) to deter parking on footways (e.g. Elmstead Road, Knutsford Road (near shops))

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UPDATE: Elmstead Road and Knutsford Road (near shops) being reviewed by Cheshire East Council.

Other highway priorities to be pursued:

8. Re-instatement of worn yellow lines on Dixon Drive  
UPDATE: Issue logged with Cheshire East Council for attention.
9. Review of street lighting provision within the Parish (particularly along Knutsford Road)  
UPDATE: No update.
10. Installation of village gateways  
UPDATE: No update.
11. Removal of redundant signage  
UPDATE: Please advise the Clerk of any signs which are redundant so that these can be reported for removal.
12. Install more robust bollards at Dixon Drive (no through road point near Galloway Grange)  
UPDATE: No update.
13. Enforcement of hedge/shrub/tree cutting adjacent to footways  
UPDATE: Individual issues reported to Cheshire East Council as required. Hedge along Knutsford Road to be trimmed in near future.
14. Installation of rumble strips  
UPDATE: No update.