

CHELFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Thursday 14th March, 2024

Time: 7:30p.m.

Venue: The Hub, Elmstead Road, Chelford

E.M.Maddock

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

Dated 8th March, 2024

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.
 - (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 8th February, 2024 as a correct record and approve signing by the Chairman.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2023/24 as at 14th March, 2024. (Appendix A)
 - (b) To note receipts since the last meeting listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To approve updating the mandate at Skipton Building Society such that future interest payments are made into the NatWest Bank account.
 - (e) To approve submitting a withdrawal request to Skipton Building Society to transfer £2,000 to the NatWest Bank account in order to bring the current balance under the Financial Services Compensation Scheme bank protection limit.
 - (f) To approve the creation of an additional earmarked reserve, in the sum of £8,000, to fund refurbishment works ordered during 2023/24.

CHELFORD PARISH COUNCIL

- (g) To approve the creation of an additional earmarked reserve, in the sum of £5,000, to fund boundary treatment review at Chelford Activity Park.
- (h) To approve the addition of £4,000 to the Democratic Services Fund earmarked reserve.
- (i) To receive notice of the Public Contracts thresholds, effective from 1st January, 2024, and approve the updating of these figures within Financial Regulation clause 11.
- (j) To consider, if available, update relating to s.106 funds and consider grant application received from Chelford Parish Hall on behalf of Chelford Indoor Bowls Club.
- (k) To receive and consider cost of alternative planting scheme within planters and determine preferred option.

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)
- (b) To consider the following planning applications:
 - i. 24/0737M: Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of pool house to form new dwelling.
 - ii. 24/0871D: Former Tithe Barn, The Manor House, Holmes Chapel Road, Chelford.
Discharge of conditions 3, 4, 8 on approval 21/0618M Appeal A & B: Listed Building Consent for conversion and extension of former tithe barn to form swimming pool and associated works to Wisteria Cottage.
 - iii. 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. (Appendix E)
- (b) To receive new highway defects for attention from Members.
- (c) To receive updates relating to identified highway priorities. (Appendix F)

10. 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: Strategic Leisure Review update. [Link to information: https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/updated-proposals-to-be-considered-for-cheshire-east's-leisure-services.aspx]
 - ii. The Local Government Boundary Commission for England: Invitation to Electoral Review of Cheshire East Briefing. (18/03/24, online, 6pm)

11. Consultations

- (a) To consider the following consultations and determine any responses considered appropriate thereto:
 - i. The Local Government Boundary Commission for England: Cheshire East Ward Boundaries consultation.
[Link to information: <https://www.lgbce.org.uk/all-reviews/cheshire-east>]

CHELFORD PARISH COUNCIL

- ii. Cheshire East Council: Local Nature Recovery Strategy consultation.
[Link to information: https://www.cheshirewestandchester.gov.uk/your-council/consultations-and-petitions/consultations/current-consultations/working-together-for-a-wilder-cheshire-and-warrington?utm_medium=email&utm_source=govdelivery]
- iii. Department for Levelling Up, Housing and Communities: Consultation on changes to various permitted development rights.
[Link to information: <https://www.gov.uk/government/consultations/changes-to-various-permitted-development-rights-consultation/changes-to-various-permitted-development-rights-consultation>]

12. Parish Council Projects

- (a) To receive and consider updates relating to Parish Council projects identified at previous meetings.
- (b) To consider feedback from residents regarding the It's Your Neighbourhood scheme.

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.
- (c) To confirm approval for the content of latest newsletter (Edition 14) and trades directory.

14. Co-option of Parish Councillor

- (a) To note that the current vacancy is presently subject to formal advertising by Cheshire East Council.

15. Matters for inclusion on next/future meeting agenda

16. Dates of next meetings:

- (a) Parish Council meeting: Thursday 11th April, 2024 at 7:30pm at The Hub.
- (b) Annual Parish Meeting: Thursday 16th May, 2024 at 7:30pm at Chelford Primary School. Speaker: The Rt Hon Esther McVey MP.
- (c) Annual Parish Council Meeting: Thursday 16th May, 2024 immediately following Annual Parish Meeting.

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.

17. 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 March, 2024

CHELFORD PARISH COUNCIL

APPENDIX A

Financial Statement – 2023/24 as at 14 th March 2024					
Actual 2022/23 £	Details	2023/24 Budget £	Actual to Feb. 24 £	Agenda Mar. 24 £	Budget Balance £
	Receipts				
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	1,501.42	163.59	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	980.00	428.00	0.00
1,451.63	VAT refund		2,698.09		2,009.79
48,827.41	Total receipts	47,498.00	52,677.51	591.59	2,009.79
	Payments				
11,847.32	Salary (Clerk)	13,655.00	12,605.30	1,191.91	-142.21
434.38	National Insurance (Employer)	530.00	625.83	63.24	-159.07
2,677.52	Pension contributions (Employer)	2,855.00	2,785.75	263.41	-194.16
766.79	Allowances (Clerk)	930.00	751.75	63.51	114.74
75.21	Administration	295.00	40.10	99.09	155.81
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	629.44	370.56
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	1,539.15		-72.15
96.39	Street lighting	280.00	98.14		181.86
24.00	Website	50.00	54.98	10.00	-14.98
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	35.00	90.75
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	4,124.60	223.82	1,826.58
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	224.99	984.94
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		1,899.41	110.38	
48,087.15	Total payments	47,498.00	34,161.83	2,914.79	12,431.17

Cash/Bank reconciliation	01/04/23	08/02/24	14/03/24	31/03/24
Balance B/Fwd	101,662.54	101,662.54	120,178.22	117,855.02
Add total receipts	47,498.00	52,677.51	591.59	2,009.79
Less total payments	47,498.00	34,161.83	2,914.79	12,431.17
Balance C/Fwd	101,662.54	120,178.22	117,855.02	107,433.64
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/23	08/02/24	14/03/24	31/03/24
General funds	56,702.28	64,477.96	62,272.26	51,850.88
Earmarked reserves	44,960.26	55,700.26	55,582.76	55,582.76
	101,662.54	120,178.22	117,855.02	107,433.64

CHELFORD PARISH COUNCIL

Cash/Bank Reconciliation as at 14th March, 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	53,269.10	
Less payments	37,076.62	
Balance carried forward 14/03/24:	117,855.02	

Bank (NatWest)

Business Reserve Account	51.63		05/01/24
Add receipts/transfer since above statement			
	100.00		
	100.00		
Less unrepresented cheques			
	0.00		
	0.00	151.63	14/03/24
Current Account	9,237.06		05/03/24
Add receipts/transfer since above statement			
	0.00		
	0.00		
Less unrepresented cheques			
Approved 2023/24	-1,250.00		
For approval	-2,914.79		
Less payment already issued	42.80		
	-4,121.99	5,115.07	14/03/24
Liquidity Manager Account	30,218.82		01/03/24
Add receipts/transfer since above statement			
	0.00		
	0.00		
Less unrepresented cheques			
	0.00		
	0.00	30,218.82	14/03/24
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	14/03/24
Total bank balances 14/03/24		117,855.02	

CHELFORD PARISH COUNCIL

APPENDIX B

Receipts

NatWest Bank plc	£86.95	Gross interest – January, 2024 (LM)
NatWest Bank plc	£76.64	Gross interest – February, 2024 (LM)
Patron BF	£100.00	Newsletter Patron Fee 2023/24
Patron BG	£100.00	Newsletter Patron Fee 2023/24
Trader BQ	£25.00	Trades Directory Fee 2023/24
Trader BR	£25.00	Trades Directory Fee 2023/24
Trader BS	£28.00	Trades Directory Fee 2023/24
Trader BT	£25.00	Trades Directory Fee 2023/24
Trader BU	£25.00	Trades Directory Fee 2023/24
Trader BV	£25.00	Trades Directory Fee 2023/24
Trader BW	£25.00	Trades Directory Fee 2023/24
Trader BX	£25.00	Trades Directory Fee 2023/24
Trader BY	£25.00	Trades Directory Fee 2023/24

APPENDIX C

Payments for approval

Direct Debit	Information Commissioner's Office	£35.00	Data Protection Fee 2024/25
Direct Debit	IONOS	£4.20	Email account fees: Feb. 2024
Direct Debit	IONOS	£3.60	Website hosting: Feb-Mar 2024
Cheque No 001588	E. M. Maddock	£1,510.93	Salary and allowances: Mar. 2024 and expenses.
Cheque No 001589	H.M. Revenue & Customs	£129.87	Income Tax & National Insurance contributions
Cheque No 001590	Tivoli Group Ltd.	£268.58	Grounds maintenance: Feb. 2024
Cheque No 001591	Zurich Municipal	£629.44	Insurance premium 2024/25
Standing Order	Cheshire Pension Fund	£328.97	Pension contributions: Mar. 2024
Direct Debit	IONOS	£4.20	Email account fees: Mar. 2024

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
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

CHELFORD PARISH COUNCIL

- 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]
- 23/4479M 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP
Two storey side and rear extension with adjoining single storey rear extension.
DECISION STATUS – Undecided
- 24/0447M 19 Woodland Close, Chelford. SK11 9BZ
Proposed garage conversion, partial loft conversion including front dormer, single storey rear extension and associated internal alterations.
DECISION STATUS – Undecided

APPENDIX E

Updates relating to reported highway matters

1. Damaged chevron sign at Chelford Roundabout
UPDATE: Planned work was abandoned due to safety concerns. The repair will be re-programmed for night work.
2. Unauthorised advertising sign at Chelford Roundabout
UPDATE: Sign removed.
3. Protruding kerbs at traffic lights on Alderley Road
UPDATE: A keep right arrow has been installed at this location.
4. Street light out at Knutsford Road, to the east of junction with Dixon Drive
UPDATE: A new lantern has been ordered, however, delivery has been delayed from the manufacturer. The new lantern will be fitted upon receipt.
5. Street lights out at Chelford Roundabout, between Alderley Road and Chelford Road exits
UPDATE: Repairs have been delayed due to safety concerns and the loss of electricity supply to the columns.
6. Use of mannequins to deter vehicles from speeding
UPDATE: Police response: “there isn’t an official position / guidance relating to the use of them. However, when placing them near a road it is extremely important to consider the safety of oncoming traffic ie ensuring they are far enough away from the road side, they are not dressed in florescent clothing that could be blinding to oncoming vehicles etc.”
7. Street light at at pathway between Elmstead Road and Woodfin Croft
UPDATE: A new lantern is required, however, installation delays have been encountered due to access to the lantern.
8. Unnecessary signage for Galloway Grange
UPDATE: The signage has been assessed and it does not present an immediate risk to highway users at this time. As the problem is not causing an immediate safety issue we will now look at the best long-term approach for this location. No further action planned at this time.
9. Potholes at Oak Road (outside The Police House)
UPDATE: Repair completed.
10. Pothole outside St. John’s Church
UPDATE: The pothole has been assessed and it does not present an immediate risk to highway users at this time. As the problem is not causing an immediate safety issue we will now look at the best long-term approach for this location. No further action planned at this time.
11. Overgrown hedges at Knutsford Road (2)
UPDATE: Awaiting assessment.

CHELFORD PARISH COUNCIL

APPENDIX F

Highway Priorities 2023/24

Immediate priorities:

1. Review of zebra crossing at Knutsford Road
UPDATE: Matter logged with Cheshire East Council for attention.
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))
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: Item being pursued by Borough Councillor Harrison.
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 recently trimmed.
14. Installation of rumble strips
UPDATE: No update.