

CHELFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Thursday 8th September, 2022

Time: 7:45p.m.

Venue: Chelford Parish Hall, Knutsford Road, Chelford

E.M.Maddock

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

Dated 4th September, 2022

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 or Covid symptoms.

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

Government guidance available at: <https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19>

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 including the following:
 - i. Noise from festival at Capesthorne Hall.
- 4. Reports from External Organisations**
 - (a) Cheshire East Ward Member Cllr. M. Asquith - 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.
- 5. Minutes**
 - (a) To approve the Minutes of the meeting held 11th August, 2022 as a correct record.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2022/23 as at 8th September, 2022. (Appendix A)
 - (b) To note receipts received since the last meeting - None.
 - (c) To approve the payments listed at Appendix B.

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- (d) SAAA - Option to opt out of the SAAA central external auditor appointment arrangements.
- (e) To consider and determine any donations (direct and/or via the Chelford street poppy initiative) to the Royal British Legion Poppy Appeal 2022.

7. Planning Matters

- (a) To receive and note recent planning decisions issued by Cheshire East Council. (Appendix C)
- (b) To consider the following planning applications -
 - i. 22/3101T - 1 Highland Drive, Chelford. SK11 9GB
[T1] Oak: Located roadside within metal fenced border (tree furthest from rd). Proposal: As per clients request sectional dismantle to ground level leaving stump as close to grade as possible. Reason: Dominating over garden with increasing encroachment to property. Significant litter drop. [T2] Oak: Located roadside within metal fenced border (tree closest to rd). Proposal: As per clients request sectional dismantle to ground level leaving stump as close to grade. Reason: Asymmetrical crown which is dominating over side of property. Significant litter drop.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3101T&query=f0dc65d1-eaed-48a2-8d3f-7b5a91aff049>]
 - ii. 22/3194M - 1 Robin Close, Chelford. SK11 9BA
Certificate of proposed lawful development for side extension.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3194M&row=3&query=f84439a48aa64364b72a8afd1664981c&from=i>]
 - iii. 22/3311D - Grangelands, 2 Grangewood Drive, Chelford. SK11 9BY
Discharge of conditions 5 and 6 of 21/4993M: Condition 5 - No Development shall take place until details of an engineer designed, no dig pile and beam foundation, and installation methodology for the area indicated on the Tree Protection Plan in light green block hatching has been submitted to the Local Planning Authority. Reason: To ensure the continued wellbeing of trees in the interests of the amenity of the area and to accord with Section 7.4 of BS 5837:2012 Trees in Relation to design, demolition and construction. Condition 6 - Prior to the commencement of development or other operations being undertaken on site in connection with the development hereby approved (including any tree felling, tree pruning, demolition works, soil moving, temporary access construction and / or widening, or any operations involving the use of motorised vehicles or construction machinery) a detailed service and foul and surface water drainage layout shall be submitted to and approved in writing by the Local Planning Authority (notwithstanding any additional approvals which may be required under any other Legislation). Such layout shall provide for the long-term retention of the trees. No development or other operations shall take place except in complete accordance with the approved service/drainage layout. Reason: To ensure the continued wellbeing of the trees in the interests of the amenity of the area.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3311D&row=2&query=f84439a48aa64364b72a8afd1664981c&from=i>]
 - iv. 22/3348M - Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of existing building to form new dwelling.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3348M&row=1&query=f84439a48aa64364b72a8afd1664981c&from=i>]

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- v. Any planning applications received following the issue of the agenda may included for discussion if required.

8. Assets

- (a) To receive from Members reports of damage or deteriorating condition of Parish Council assets identified during routine cleaning.
- (b) To receive an update relating to the replacement bench at Dixon Drive.
- (c) To receive and consider quotations for the replacement noticeboard at Peover Lane.
- (d) To receive and consider quotations for dog poo bag dispensers.

9. Chelford Activity Park

- (a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.
- (b) To receive and consider an update and recommendations from the tree surgeon following a branch fall at the site.
- (c) To receive and consider, if available, updates relating to the delivery of the refurbishment work at Chelford Activity Park.

10. Highway matters

- (a) To receive updates relating to highway defects reported to Cheshire East Council.
 - i. Knutsford Road - junction sign (near to Oak Road) requires re-planting.
 - ii. Dixon Drive - uprooted street sign (near Egerton Arms)
 - iii. Knutsford Road - damaged sign between Chelford Parish Hall and roundabout.
 - iv. Knutsford Road - leaning speed limit sign at junction with Pepper Street.
 - v. Holmes Chapel Road - blocked gully (near to Cricket Ground).
 - vi. Peover Lane - blocked gullies near to junction with roundabout.
 - vii. Knutsford Road - deteriorating condition of footway surface.
 - viii. Carter Lane - potholes.
 - ix. Knutsford Road - overgrown hedges between Dixon Drive and Mere Court.
 - x. Alderley Road - temporary traffic light.
 - xi. Dixon Drive - potholes.
- (b) To receive new highway defects for attention from Members.

11. Community Matters

- (a) To receive an update on Community Speed Watch activities.
- (b) To receive any updates available relating to provision of school transport.
- (c) To receive, if available, update relating to the re-allocation of s.106 funds arising from the Cricketers Green development (including for community minibus scheme).
- (d) To receive an update relating to the introduction of a community newsletter.
- (e) To nominate a reserve Member to attend the Crewe to Manchester CRP Steering Group.
- (f) To receive an update relating to maintenance and improvements at Mere Court Park.
- (g) To receive an update relating to St. John's Church, Chelford.

12. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.
- (b) The future of the Friends at Chelford Station. (October 2022)

13. Date of next meeting - Thursday 13th October, 2022 at The Hub, Elmstead Road.

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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.

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

- (a) **Clerk & Responsible Financial Officer** - To approve the undertaking of the annual performance and salary review.
- (b) **Chelford Parish Hall** - To receive and consider information received.

E.M.Maddock

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

Dated 4th September, 2022

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APPENDIX A

Financial Statement for 2022/23 as at 8th September, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Aug. 22 £.	Agenda Sept. 22 £.	Budget Balance £.
	Receipts				
41,913.00	Precept	44,980.00	22,490.00		22,490.00
0.00	Balances	0.00	0.00		0.00
4.58	Investment Interest	0.00	10.98		0.00
0.00	Sale of Assets	0.00	0.00		0.00
2,745.00	Grants, Donations & Refunds	0.00	0.00		0.00
	Contra Income	0.00	0.00		0.00
1,513.15	V.A.T. Refund	0.00	1,451.63		1,775.60
46,175.73	Total Receipts	44,980.00	23,952.61	0.00	24,265.60
	Payments				
10,571.12	Salary (Clerk)	11,125.00	4,245.50	898.52	5,980.98
278.67	National Insurance (Employer)	310.00	124.05	24.81	161.14
4,691.20	Pension Contributions (Employer)	2,395.00	1,262.45	203.07	929.48
763.41	Allowances (Clerk)	930.00	313.08	63.65	553.27
0.00	Chairman/Member Allowances	0.00	0.00		0.00
130.10	Administration	295.00	50.32		244.68
381.86	Audit Fees (Internal & External)	495.00	202.50		292.50
567.32	Insurance	750.00	0.00		750.00
60.00	Sect. 137 Donations	360.00	0.00		360.00
40.00	Grants	3,000.00	0.00		3,000.00
0.00	Parish Council Newsletter	150.00	0.00		150.00
62.08	Street Lighting (Electric & Repairs)	280.00	9.87		270.13
43.98	Website	50.00	10.00	2.00	38.00
263.00	Professional Services	2,070.00	270.00		1,800.00
0.00	Advertising	100.00	0.00		100.00
497.20	Subscriptions/Affiliation Fees	620.00	527.00		93.00
80.00	Training	400.00	0.00		400.00
105.00	Room Hire	350.00	0.00		350.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	1,135.86	223.04	4,541.10
1,388.00	Chelford Village - Maintenance	4,500.00	441.00	98.00	3,961.00
40.00	Asset Maintenance	3,900.00	89.95		3,810.05
2,944.03	Asset Purchase	3,000.00	6,625.17		-3,625.17
0.00	Neighbourhood Plan	500.00	0.00		500.00
0.00	Community Day / Platinum Jubilee	2,500.00	1,677.00		823.00
143.88	Contingency	1,000.00	47.96		952.04
1,451.63	V.A.T.		1,710.99	64.61	
26,894.03	Total Payments	44,980.00	18,742.70	1,577.70	26,435.20

Cash/Bank Reconciliation	01/04/22	11/08/22	08/09/22	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	106,132.19	104,554.49
Add Total Receipts	44,980.00	23,952.61	0.00	24,265.60
Less Total Payments	-44,980.00	-18,742.70	-1,577.70	-26,435.20
Balance C/Fwd.	100,922.28	106,132.19	104,554.49	102,384.89
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/22	11/08/22	08/09/22	31/03/23
General Funds	37,882.74	49,560.21	47,982.51	45,812.91
Earmarked Reserves	63,039.54	56,571.98	56,571.98	56,571.98
	100,922.28	106,132.19	104,554.49	102,384.89

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CASH/BANK RECONCILIATION AS AT - 8th September, 2022

CASH

Balance Brought Forward 01/04/22		
Current Account	55,093.12	
Business Reserve Account	45,829.16	
Plus Receipts	23,952.61	
	124,874.89	
Less Payments	20,320.40	
Balance Carried Forward 08/09/22	<u><u>104,554.49</u></u>	

BANK (Natwest)

Business Reserve Account -	45,840.14		05/07/22
Add income/transfer received since above statement	<u>0.00</u>	0.00	
Less unrepresented cheques	<u>-30,000.00</u>	<u>30,000.00</u>	
			15,840.14 08/09/22
Current Account -	94,218.86		05/08/22
Add income received since above Statement	<u>0.00</u>	0.00	
Less unrepresented cheques/ Transfer			
Approved	-3,926.81		
Transfer to Skipton Building Society	-80,000.00		
For approval	<u>-1,577.70</u>		
	<u>-85,504.51</u>		8,714.35 08/09/22
Skipton Building Society - Saver Account -	80,000.00		30/08/22
(Transfer from NatWest Current Account)			
Add income received since above Statement	<u>0.00</u>	0.00	
Less unrepresented cheques/ Transfer	<u>0.00</u>	<u>0.00</u>	
			80,000.00 08/09/22
Total Bank Balances 08/09/22		<u><u>104,554.49</u></u>	

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APPENDIX B

Payments for approval

a. Cheque No 001476	Northwich Town Council	£117.60	Floral display watering: Jul. 22
b. Cheque No 001478	E. M. Maddock	£937.34	Salary and allowances: Sep. 22 and expenses
c. Cheque No 001479	H.M. Revenue & Customs	£24.81	National Insurance contributions
d. Cheque No 001480	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Aug. 22
e. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Sep. 22
f. Standing Order	Cheshire Pension Fund	£252.49	Pension contributions: Sep. 22

[Note: Cheque 001477 - transfer of funds to Skipton Building Society]

APPENDIX C

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
- 20/5353M - 4 Station Road, Chelford. SK11 9AX
Single storey rear and side extension.
DECISION STATUS - Undecided
- 21/0617M - Former Tithe Barn, The Manor House, Holmes Chapel Road, Chelford.
[Also 21/0618M - Listed building consent application]
Conversion and extension of former tithe barn to form swimming pool and associated works to Wisteria Cottage.
DECISION STATUS - Refused (19/07/21)
Appeal decision (12/08/22) - Approved with conditions
- 21/1729D - Former Mere Farm Quarry, Chelford Road, Nether Alderley. SK10 4SZ
Discharge of conditions 5, 8, 9, 11, 12, 16, 21, 22, 23 and 24 on approval 19/2513M for delivery of watersports and outdoor activity centre including new vehicular access, car parking and multi-use building.
DECISION STATUS - Undecided

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- 21/4993M - Grangelands, 2 Grangewood Drive, Chelford. SK11 9BY
Demolition of conservatory and construction of two storey rear extension and single storey front / side extension.
DECISION STATUS - Approved with conditions (15/08/22)
- 21/6410M - Land between Newcroft and Willow Glade, Peover Lane, Chelford.
Outline planning application for the erection of two houses with all matters apart from access reserved.
DECISION STATUS - Undecided
- 22/0501M - Chelford House, Chelford Road, Chelford. SK11 9AH
Conversion of domestic outbuilding (former stables) to form ancillary accommodation for staff.
[22/0502M - Listed Building Consent application for above proposed development]
DECISION STATUS - Approved with conditions (23/08/22)
- 22/0686M - 22 Broomfield Close, Chelford. SK11 9SL
Detached garage. Removal of existing boundary wall that has vertical structural cracks and is out of vertical alignment. New 1.83m high post and panel fence positioned 600mm out from face of existing wall.
DECISION STATUS - Undecided
- 22/0946M - 8 Dixon Drive, Chelford. SK11 9BU
Proposed front, rear and side extension with loft conversion.
DECISION STATUS - Approved with conditions (08/08/22)
- 22/1336M - 4 Wheat Moss, Chelford. SK11 9SP
Detached garden room and store to front side of house.
DECISION STATUS - Approved with conditions (09/08/22)
- 22/1423M - 1 Burnt Acre, Chelford. SK11 9SS
C3 Dwelling house - Construction of dormer structure to side elevation.
DECISION STATUS - Undecided
- 22/1424M - 1 Burnt Acre, Chelford. SK11 9SS
Non material amendment on application 21/2785M - Demolition of existing car port and conservatory and the erection of a single storey side and rear extension to original dwelling with associated internal alterations and loft conversion including a front dormer.
DECISION STATUS - Undecided
- 22/1626M - East Farmhouse, Astle Farm, Astle Lane, Chelford. SK10 4TA
Listed Building Consent to add second set of stairs between lounge and first floor landing, change in arrangements to achieve two bedrooms and a family bathroom.
DECISION STATUS - Withdrawn (11/08/22)
- 22/1947M - 7 Robin Close, Chelford. SK11 9BA
Demolition of existing out-buildings, construction of two storey side extension.
DECISION STATUS - Undecided

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- 22/2152M - Shamba Cottage, Alderley Road, Chelford. SK11 9AP
Demolition of single storey garage and rear workshop to existing house. Internal layout reconfigurations, and erection of two storey rear extension and single storey side extension. External over-cladding with timber boarding at first floor, new timber framed porch, and enlargement of permeable driveway and erection of single storey garage with office.
DECISION STATUS - Undecided
- 22/2306M - 134 Dixon Drive, Chelford. SK11 9BX
Lawful Development Certificate for a proposed new porch under existing roof over hang, infill with masonry existing conservatory side windows, replace existing defective conservatory roof with new insulated flat roof and roof lights and new detached garage.
DECISION STATUS - Undecided
- 22/2935M - East Farmhouse, Astle Farm, Astle Lane, Chelford. SK10 4TA
Listed Building Consent to add second set of stairs between lounge and first floor landing, change in arrangements to achieve two bedrooms and a family bathroom.
DECISION STATUS - Undecided
- 22/2976M - Willow Glade, Peover Lane, Chelford. SK11 9AJ
Erection of new 4 bay garage.
DECISION STATUS - Undecided
- 22/3044M - Chelford Roundabout, Chelford Road, Chelford.
Advertisement consent for five signs at entrance on to the roundabout.
DECISION STATUS - Undecided