

CHELFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Thursday 8th December, 2022

Time: 7:30p.m.

Venue: The Hub, Elmstead Road, Chelford

E.M.Maddock

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

Dated 3rd December, 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 including those relating to the following issues:
 - i. Safety concerns regarding the the zebra crossing at Knutsford Road.
 - ii. Complaints about parking on Dixon Drive.
 - iii. Concerns regarding Cheshire East Council planning procedures.
 - iv. Broadband improvements within the Parish
 - v. Acknowledgement of the siding out work carried out along Knutsford Road.
 - (b) To receive a summary of issues raised via the Parish Council social media accounts.
- 4. Co-option of Parish Councillor**
 - (a) To receive and consider the expressions of interest from candidates.
 - (b) To consider the co-option of one councillor from the candidates at (a) above.
 - (c) To receive the Declaration of Acceptance of Office from the newly co-opted councillor.

CHELFORD PARISH COUNCIL

5. 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.
- (c) Cheshire East Council - Town & Parish Network. (30/11/22) (Appendix A)

6. Minutes

- (a) To approve the Minutes of the meeting held 10th November, 2022 as a correct record.

7. Finance

- (a) To receive and consider the Financial Statement 2022/23 as at 10th November, 2022. (Appendix B)
- (b) To note receipts received since the last meeting - Appendix C.
- (c) To approve the payments listed at Appendix D.
- (d) To approve the update to the standing order to the Cheshire Pension Fund.
- (e) Audit arrangements 2022/23
 - i. To appoint an Internal Auditor for the 2022/23 financial year.
 - ii. To receive notification of the appointment of PKF Littlejohn LLP as the External Auditor for the period 2022/23 to 2026/27.
- (f) To review and approve the Financial Risk Assessment 2022/23. (Appendix E)
- (g) Budget 2023/24 (Appendix F)
 - i. To consider and determine a revised budget in respect of 2022/23.
 - ii. To consider and determine a budget in respect of 2023/24.
 - iii. To consider precept requirements for 2023/24.

8. Planning Matters

- (a) To receive and note recent planning decisions issued by Cheshire East Council. (Appendix G)
- (b) To consider the following planning application -
 - i. 22/4626M - Foxfields, Peover Lane, Chelford. SK11 9AL
Demolition of an existing extension and the construction of a single-storey rear swimming pool extension, including amendments to the existing terrace.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/4626M&row=1&query=4d25753eb01c4798b2aa7d2c9fbb3662&from=i>]
 - ii. Any planning applications received following the issue of the agenda may be included for discussion if required.
- (c) To consider any representations required in respect of the proposal, relevant to Chelford, contained within the Cheshire East Council Minerals and Waste Development Plan Document (Appendix H).

9. Assets

- (a) To receive from Members reports of damage or deteriorating condition of Parish Council assets identified during routine cleaning.

10. Chelford Activity Park

- (a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.

11. Highway matters

- (a) To receive new highway defects for attention from Members.

CHELFORD PARISH COUNCIL

12. 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 - Draft Cheshire East Partnership Digital Inclusion Strategy consultation. (Consultation closes: 02/01/23)
[Link to information: <https://surveys.cheshireeast.gov.uk/s/DigitalInclusionStrategy22/>]
 - ii. Manchester Airport - Confirmation of submission of documents to the Civil Aviation Authority for the CAP1616 Stage 2 Develop & Assess Gateway.
[Link to information: <https://airspacechange.caa.co.uk/PublicProposalArea?pid=159>]
 - iii. Cheshire East Council - Update regarding adoption of new Code of Conduct.
[Information at Appendix I]

13. Newsletter

- (a) To receive and approve the latest edition of the newsletter for printing.
- (b) To receive updates relating to the newsletter and determine matters relating thereto.

14. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.

15. Date of next meeting - Thursday 12th January, 2023 at Chelford Parish Hall.

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)

- (a) **Chelford Parish Hall** - To receive and consider information received.

E.M.Maddock

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

Dated 3rd December, 2022

CHELFORD PARISH COUNCIL

APPENDIX A

Cheshire East Council: Town & Parish Network event (30/11/22)

Introductory statements from Lorraine O'Donnell (Chief Executive) and Cllr. Sam Corcoran (Leader of the Council).

- Cheshire East Council regard Town & Parish Councils as important stakeholders and assets within the Borough.
- Cheshire East Council is currently experiencing a number of challenges relating to: national political uncertainty; impact of the autumn statement on finances; cost of living challenges and workforce recruitment/retention issues.
- Other matters affecting Cheshire East Council and residents include: stresses within local NHS provision; implications of rises in Covid-19 and/or flu cases; implications of the war in Ukraine; climate change and weather patterns potentially giving rise to increased flooding incidents through the winter months and social disquiet arising from reduced availability of disposable income.

Presentation from Dan Coyne (Head of Communities and Integration, Cheshire East Council) on actions being taken by Cheshire East Council to address the Cost of Living Crisis.

- Cheshire East Council's objective: To minimise the impact the cost of living crisis has on our residents, business and the Council's financial position to ensure we can continue to deliver essential services.
- Cheshire East Council is looking to work with their partners to ensure that with any approaches/decisions that are being proposed, the system impact is fully considered. E.g. a family not paying rent, is then evicted, will then require homelessness provision, impact on social care etc.
- Existing support provisions are being extended to increase help available to those in need.
Existing provisions include: Holiday Activity Fund; Household Support Fund; Emergency Assistance Scheme and Home Improvement Grants.
Additional provisions include: Online resources; Warm PlaCEs scheme; telephone service to help residents find out what support they are entitled to and The Wellbeing Squad touring the Borough to support communities.
- Intervention measures being implemented include: sharing local public and voluntary sector provisions to support food, transport, digital poverty and money advice; joint funding of a food poverty co-ordinator; increasing the homelessness provision by procuring an additional 20 properties; providing additional homelessness prevention information and advice; investment in the Citizens Advice Bureau to roll out a Home Energy Support Fund; provision of over 40 Warm SpaCEs which also provide information and advice and providing cost of living payment of £100 per month to sponsors who are housing Ukrainian guests during the winter.
- Further interventions under consideration include: stock of winter well-being items to be distributed to vulnerable residents; rural community transport fund; recommendations from the Peoples Panel.
- Further information available at: <https://www.cheshireeast.gov.uk/livewell/education-employment-and-money/money-matters/cost-of-living.aspx>

CHELFORD PARISH COUNCIL

APPENDIX B

Financial Statement for 2022/23 as at 8th December, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Nov. 22 £.	Agenda Dec. 22 £.	Budget Balance £.
	Receipts				
41,913.00	Precept	44,980.00	44,980.00		0.00
0.00	Balances	0.00	0.00		0.00
4.58	Investment Interest	0.00	19.25		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
0.00	Newsletter advertising	0.00	0.00	360.00	0.00
0.00	Contra Income	0.00	0.00		0.00
1,513.15	V.A.T. Refund	0.00	1,451.63		2,500.63
46,175.73	Total Receipts	44,980.00	46,450.88	360.00	2,500.63
	Payments				
10,571.12	Salary (Clerk)	11,125.00	7,188.16	1,164.79	2,772.05
278.67	National Insurance (Employer)	310.00	196.42	59.49	54.09
4,691.20	Pension Contributions (Employer)	2,395.00	1,624.56	263.24	507.20
763.41	Allowances (Clerk)	930.00	497.37	67.57	365.06
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	402.50		92.50
567.32	Insurance	750.00	0.00		750.00
60.00	Sect. 137 Donations	360.00	70.00		290.00
40.00	Grants	3,000.00	0.00		3,000.00
0.00	Parish Council Newsletter	150.00	57.67	190.48	-98.15
62.08	Street Lighting (Electric & Repairs)	280.00	79.78		200.22
43.98	Website	50.00	16.00	2.00	32.00
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	75.00		275.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	1,853.95	202.55	3,843.50
1,388.00	Chelford Village - Maintenance	4,500.00	1,788.00	245.00	2,467.00
40.00	Asset Maintenance	3,900.00	450.00		3,450.00
2,944.03	Asset Purchase	3,000.00	7,925.17		-4,925.17
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.		2,410.72	89.91	
26,894.03	Total Payments	44,980.00	27,207.58	2,285.03	17,988.02

Cash/Bank Reconciliation	01/04/22	10/11/22	08/12/22	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	120,165.58	118,240.55
Add Total Receipts	44,980.00	46,450.88	360.00	2,500.63
Less Total Payments	-44,980.00	-27,207.58	-2,285.03	-17,988.02
Balance C/Fwd.	100,922.28	120,165.58	118,240.55	102,753.16
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/22	10/11/22	08/12/22	31/03/23
General Funds	37,882.74	63,593.60	61,668.57	46,181.18
Earmarked Reserves	63,039.54	56,571.98	56,571.98	56,571.98
	100,922.28	120,165.58	118,240.55	102,753.16

CHELFORD PARISH COUNCIL

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

CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	46,810.88
	147,733.16
Less Payments	29,492.61
Balance Carried Forward 08/12/22	118,240.55

BANK (Natwest)

Business Reserve Account -	15,848.41		05/10/22
Add income/transfer received since above statement	0.00		
	0.00		
Less unrepresented cheques	0.00		
	0.00		
		15,848.41	08/12/22
Current Account -	27,782.64		04/11/22
Add income received since above Statement	150.00		
	150.00		
Less unrepresented cheques/ Transfer			
Approved	-3,255.47		
For approval	-2,285.03		
	-5,540.50		
		22,392.14	08/12/22
Skipton Building Society - Saver Account -	80,000.00		30/08/22
(Transfer from NatWest Current Account)			
Add income received since above Statement	0.00		
	0.00		
Less unrepresented cheques/ Transfer	0.00		
	0.00		
		80,000.00	08/12/22
Total Bank Balances 08/12/22		118,240.55	

CHELFORD PARISH COUNCIL

APPENDIX C

Receipts

a. Patron A	£70.00	Newsletter advertising fee
b. Patron B	£70.00	Newsletter advertising fee
c. Patron C	£70.00	Newsletter advertising fee
d. Patron D	£70.00	Newsletter advertising fee
e. Trader A	£20.00	Newsletter advertising fee
f. Trader B	£20.00	Newsletter advertising fee
g. Trader C	£20.00	Newsletter advertising fee
h. Trader D	£20.00	Newsletter advertising fee

APPENDIX D

Payments for approval

a. Cheque No 001494	Northwich Town Council	£294.00	Floral display planting
b. Cheque No 001495	E. M. Maddock	£1,132.37	Salary, allowances & backpay (pt): Dec. 22
c. Cheque No 001496	H.M. Revenue & Customs	£95.42	Income Tax & National Insurance contributions
d. Cheque No 001497	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Nov. 22
e. Cheque No 001498	Cheshire East Council	£190.48	Newsletter printing: Nov. 22
f. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Dec. 22
g. Standing Order	Cheshire Pension Fund	£327.30	Pension contributions: Dec. 22

CHELFORD PARISH COUNCIL

APPENDIX E

CHELFORD PARISH COUNCIL FINANCIAL RISK ASSESSMENT - 2022/23

Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Business continuity	Risk of Council not being able to continue its business due to an unexpected or tragic circumstance.	L	In the event of the Clerk being indisposed the Chairman (or other nominated Member) may perform the necessary duties.	Existing procedure adequate. Review when necessary.
	Loss of paper/electronic records.	M	Current files and records kept at the Clerk's home. Regular backup of electronic files is made. Paper documents stored in metal filing cabinets. Approved Minutes published on website.	Existing procedure adequate.
Precept	Adequacy of precept for Council to carry out its Statutory duties.	H	Budgetary Control statement presented to Council at each meeting.	Existing procedure adequate.
	Requirements not submitted to CEC.	L	Full Minute - RFO to follow up.	Existing procedure adequate.
	Amount not received from CEC.	L	RFO to confirm receipt and Minute at next Meeting of Council.	Existing procedure adequate.
Financial records	Inadequate records.	L	Financial Regulations specify requirements of Council.	Existing procedure adequate. Review Financial Regulations 2023/24.
	Financial irregularities.	L	Internal Audit of accounts by competent, independent person. Regular financial reports are presented to Council. Cheque signatories are separate from person raising the cheque.	Existing procedure adequate. Review bank signatories when change of Councillors/circumstances.
Bank and banking	Inadequate checks.	L	Bank reconciliation produced at each meeting.	Existing procedure adequate. Review Financial Regulations 2023/24.
	Bank mistakes.	L	RFO check all bank statements against Council records and query errors immediately.	Existing procedure adequate.
	Loss.	L	RFO check all bank statements against Council records and query inconsistencies immediately.	Existing procedure adequate.
	Charges.	L	RFO check adequate funds prior to issuing cheques. RFO challenge charges where errors made by bank.	Existing procedure adequate.
Cash	Loss through theft or dishonesty.	L	Cash handling is not encouraged but where cash received - banked within 7 days.	Existing procedure adequate.
Reserves - General	Adequacy.	L	Consider at Budget setting.	Existing procedure adequate.
Reserves - Earmarked	Adequacy.	L	Consider at Budget and review of final accounts.	Existing procedure adequate.

CHELFORD PARISH COUNCIL

Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Reporting and auditing	Information communication.	L	A monitoring statement is produced regularly before each Council meeting and approved at the meeting. This statement includes bank reconciliation and budget update.	Existing procedure adequate.
	Compliance.	L	An independent internal auditor has been appointed. Annual reports detailing compliance with audit regulations are presented to Council.	Existing procedure adequate.
	Transparency Code.	L	Financial information published by RFO on Parish Council controlled website.	Review requirement to comply annually.
Direct costs & overhead expenses	Goods not supplied but billed.	L	Procurement undertaken in accordance with best practice guidance. RFO to follow up on all orders.	Existing procedure adequate. Review Financial Regulations 2023/24.
	Invoice incorrectly calculated or recorded.	L	RFO to check arithmetic on all invoices and perform bank reconciliations on regular basis.	Existing procedure adequate.
	Cheque payable incorrect (excessive or to wrong party).	L	Signatories initial Stub and Voucher to confirm accuracy.	Existing procedure adequate.
Salaries, pensions and associated costs.	Salary paid incorrectly.	M	Check salary to Minute, check hours and rate to contract. Salary analysis is detailed on the payment vouchers issued.	Existing procedure adequate.
	Wrong deduction of NI and Tax.	M	NI and Tax deductions are calculated using the HMRC PAYE RTI System which is regularly updated. Check PAYE calculations.	Existing procedure adequate.
	Unpaid Tax and NI contributions to Inland Revenue.	L	Payments are made to HMRC by cheque and detailed in the financial statements presented to Council.	Existing procedure adequate.
Employees.	Loss of clerk.	L	Hours, health, stress, training, long term sick, early departure - risk monitored and managed as appropriate.	Existing procedure adequate. Review annually.
	Fraud by employee.	L	Fidelity Guarantee value reviewed annually and insurance cover arranged.	Existing procedure adequate.
	Actions taken by staff.	L	Relevant training, resources and access to professional advice made available to Clerk.	Existing procedure adequate.
VAT	VAT analysis.	L	All items analysed in cash book. Analysis presented to Council at each meeting.	Existing procedure adequate.
	Claimed within time limits.	L	VAT reclaim submitted annually at year end.	Existing procedure adequate.
Legal powers	Illegal activity or payments.	M	All activity and payments within the powers of the Parish Council to be resolved and minuted at Parish Council Meetings. Relevant procedures set out in Standing Orders and Financial Regulations.	Existing procedure adequate. Review Standing Orders and Financial Regulations 2023/24.

CHELFORD PARISH COUNCIL

Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Supplier (procurement) fraud	Loss through supplier fraud	L	<p>Training for staff to alert them to potential risks of providing sensitive company information, by telephone or other means, especially contract and account information.</p> <p>All supplier detail changes to be verified using contact details held by Parish Council.</p> <p>Periodic review of supplier accounts to remove any dormant accounts.</p> <p>Periodic review of supplier address and financial health details with Companies House.</p> <p>Review insurance provision.</p>	<p>Review training needs 2022/23.</p> <p>Existing procedure adequate.</p> <p>Existing procedure adequate.</p> <p>Existing procedure adequate.</p> <p>Review 2022/23.</p>

CHELFORD PARISH COUNCIL

APPENDIX F

DRAFT REVISED BUDGET 2022/23 AND BUDGET 2023/24

		Projected 22/23 & Budget 2023/24	Variances 22/23	Balance as at 08/12/22
Clerk's Salary				
2022/23	Salary and backpay (Jan 23 - Mar 23)	3,495	-723	
		3,495	-723	2,772
2023/24				
	Basic salary	12,630		
	Contingency for Performance & Pay Review	395		
	Contingency for NJC Salary Award	630		
		13,655		
National Insurance (Employer)				
2022/23	3 months (Jan 23 - Mar 23)	179	-125	
		179	-125	54
2023/24				
	Based on basic salary	530		
		530		
Pension Provision (Employer)				
2022/23	Based on basic salary	790	-283	
		790	-283	507
2023/24				
	Based on basic salary	2,855		
		2,855		
Allowances (Clerk)				
2022/23	Use of home as Office	78	0	
	Use of computer equipment	13	0	
	Travelling	214	0	
	Broadband & Telephone Service	60	0	
		365	0	365
2023/24				
	Use of home as Office	312		
	Use of computer equipment	52		
	Travelling	326		
	Broadband & Telephone Service	240		
		930		
Chairman/Member Allowances				
2022/23	Chairman's Allowance	0	0	
	Other Member Allowances - Jan 23 - Mar 23	0	0	
		0	0	0
2023/24				
	Chairman's Allowance	0		
	Other Member Allowances	0		
		0		
Administration				
2022/23	Stationery & General Office Supplies	65	0	
	Postages	20	0	
	Computer Consumables	75	0	
	Contingency	85	0	
		245	0	245
2023/24				
	Stationery & General Office Supplies	65		
	Postages	70		
	Computer Consumables	75		
	Contingency	85		
		295		

CHELFORD PARISH COUNCIL

		Projected 22/23 & Budget 2023/24	Variances 22/23	Balance as at 08/12/22
Audit Fees				
2022/23	External Audit Fees 2021/22	0	100	
	Internal Audit Fees 2021/22	0	-7	
		0	93	93
2023/24				
	External Audit Fees 2022/23	315		
	Internal Audit Fees 2022/23	225		
		540		
Insurance				
2022/23	Premium 2022/23	750	0	750
2023/24				
	Premium 2023/24	1,000		
Section 137 Donations				
2022/23	RBL Poppy Appeal	0	-10	
	Contingency	300	0	
		300	-10	290
2023/24				
	RBL Poppy Appeal	70		
	Contingency	300		
		370		
Grants				
2022/23	Grant provision	3,000	0	
		3,000	0	3,000
2023/24				
	Grant provision	3,000		
		3,000		
Parish Council Newsletters				
2022/23	Printing costs	0	150	
	850 x Newsletters (3 issues)	353	-470	
	850 x Trades Directory (1 issue)	74	-147	
	High viz vests	0	-58	
		427	-525	-98
2023/24				
	Printing costs			
	850 x Newsletters (10 issues per year)	1,174		
	850 x Newsletters (4 issues per year)	293		
		1,467		
Street Lighting				
2022/23	Electricity charges	50	-30	
	Provision for increase in electricity charges	0	30	
	Repairs	150	0	
		200	0	200
2023/24				
	Annual Electric	100		
	Provision for increase in electricity charges	30		
	Repairs	150		
		280		
Website				
2022/23	Chelford Parish Council domain	10	0	
	Councillor/Clerk email accounts	6	0	
	Contingency	0	16	
		16	16	32
2023/24				
	Chelford Parish Council website	10		
	Councillor/Clerk email accounts	24		
	Contingency	16		
		50		

CHELFORD PARISH COUNCIL

		Projected 22/23 & Budget 2023/24	Variances 22/23	Balance as at 08/12/22
Professional Services				
2022/23	Provision of professional advice/services	1,800	0	
	Society of Local Council Clerks - Membership	0	0	
		1,800	0	1,800
2023/24				
	Provision of professional advice/services	1,800		
	Society of Local Council Clerks - Membership	291		
		2,091		
Advertising				
2022/23	None	0	100	100
2023/24				
	Provision	100		
Subscriptions/Affiliation Fees				
2022/23	Data Protection Registration	35	5	
	ChALC	0	49	
	Cheshire Community Action	0	0	
	CPRE	0	4	
		35	58	93
2023/24				
	Data Protection Registration	40		
	ChALC	490		
	Cheshire Community Action	50		
	CPRE	40		
	Open Spaces Society	45		
		665		
Training				
2022/23	Training Provision - Members & Clerk	280	0	
	Clerk - Regional Training Seminars	120	0	
		400	0	400
2023/24				
	Training Provision - Members	350		
	Clerk	200		
		550		
Room Hire				
2022/23	Ordinary Parish Council Meetings	105	60	
	Annual Parish Meeting	30	0	
	Extra Ordinary Parish Council Meetings	40	0	
	Contingency	0	40	
		175	100	275
2023/24				
	Ordinary Parish Council Meetings	240		
	Annual Parish Meeting	30		
	Extra Ordinary Parish Council Meetings	40		
	Contingency	40		
		350		

CHELFORD PARISH COUNCIL

		Projected 22/23 & Budget 2023/24	Variances 22/23	Balance as at 08/12/22
Chelford Activity Park - Maintenance				
2022/23	Grass Cutting, Site Maintenance, Litter Bin emptying	811	-116	
	Hedge Cutting	300	0	
	RoSPA Inspection	0	35	
	Tree Safety Inspection	300	0	
	Maintenance - Trees	3,000	-2,350	
	Maintenance - Play Area Equipment	100	150	
	Maintenance - BMX Track	225	0	
	Maintenance - MUGA	188	400	
	Maintenance - Table Tennis Table	0	50	
	Maintenance - Seats & Picnic Benches	0	300	
	Contingency	450	0	
		5,374	-1,531	3,843
2023/24				
	Grass Cutting, Site Maintenance, Litter Bin emptying	2,800		
	Hedge Cutting	300		
	RoSPA Inspection	175		
	Tree Safety Inspection	300		
	Maintenance - Trees	650		
	Maintenance - Sports/Recreation facilities	1,500		
	Contingency	450		
		6,175		
Chelford Village - Maintenance				
2022/23	Floral displays	0	0	
	Planter Watering	294	882	
	Parish Improvement Maintenance	1,291	0	
		1,585	882	2,467
2023/24				
	Floral displays	650		
	Planter Watering	1,470		
	Defibrillators	400		
	Parish Improvement Maintenance	2,000		
		4,520		
Asset Maintenance				
2022/23	Notice Boards	50	100	
	Bus Shelter	0	1,000	
	Telephone Kiosks	0	1,000	
	Benches	100	200	
	Planters	100	0	
	Height Barrier	250	-150	
	Speed Indicator Devices	400	0	
	Speed Watch Equipment	50	0	
	Defibrillators	40	560	
	Contingency	0	-250	
		990	2,460	3,450

CHELFORD PARISH COUNCIL

		Projected 22/23 & Budget 2023/24	Variances 22/23	Balance as at 08/12/22
2023/24	Notice Boards	150		
	Bus Shelter	1,000		
	Telephone Kiosks	1,000		
	Benches	300		
	Planters	100		
	Height Barrier	100		
	Speed Indicator Devices	400		
	Speed Watch Equipment	50		
	Dog Poo Bag Dispenser Bags	25		
	Contingency	200		
		3,325		
Asset Purchase				
2022/23	Parish Boundary Signs	0	-6,468	
	Planters (2)	0	-1,300	
	Speed Watch Equipment	0	-141	
	Notice Board - Peover Lane	935	0	
	Dog Poo Bag Dispensers	316	0	
	Benches	2,766	-1,324	
	Activity Park security	0	-16	
	Parish Improvement Assets	307	0	
		4,324	-9,249	-4,925
2023/24	Parish Improvement Assets	3,000		
		3,000		
Neighbourhood Plan				
2022/23	Plan Review Provision	0	500	
		0	500	500
2023/24	Plan Review Provision	250		
		250		
Community Events				
2022/23	2022 event	0	2,000	
	The Queen's Platinum Jubilee events	0	-1,177	
		0	823	823
2023/24	Coronation of King Charles III	500		
		500		
Other				
2022/23	Contingency provision	952	0	
		952	0	952
2023/24	Contingency provision	1,000		

CHELFORD PARISH COUNCIL

2022/23 Sub Totals	25,402	-7,414	17,988
2022/23 Income -			
Newsletter income (projected receipts)		1,240	
Boundary signs (from reserves)		2,394	
Tree maintenance (from reserves)		1,980	
2022/23 Expenditure Projection and Savings Totals	25,402	-1,800	
2023/24 Draft Budget Expenditure Total	47,498		
Less savings 2022/23	0		
Gross Council Tax Requirement 2023/24	47,498		

Analysis of funds

01/04/22	Balance brought forward	100,922.28	
	Plus receipts (actual)	46,810.88	
	Less payments (actual)	-29,492.61	
	Plus receipts (projected)	2,500.63	
	Less payments (projected)	<u>-25,402.00</u>	
			95,339.18
	Less Earmarked Reserves:		
	Mere Court Improvements	-345.52	
	Community Project Fund	-18,132.57	
	Asset Refurbishment Fund	-7,634.00	
	Tree Maintenance Fund	-5,000.00	
	Democratic Services Fund	-1,000.00	
	Transparency Code Grant	-117.50	
	MUGA Maintenance (PPT)	-1,000.00	
	Neighbourhood Plan (PC)	-1,222.95	
	Telephone Kiosk (Insurance)	-2,745.00	
	Chelford Activity Park Refurbishment	<u>-20,000.00</u>	
			-57,197.54
31/03/23	General funds carried forward		<u><u>38,141.64</u></u>

Tax Base 2023/24 (Band D) and Precept impact on Property Bands

2022/23				2023/24			
Band	Ratio	Tax Base	£	Band	Ratio	Tax Base	£
A	6/9		36.84	A	6/9		37.84
B	7/9		42.98	B	7/9		44.15
C	8/9		49.12	C	8/9		50.45
D	9/9	813.97	55.26	D	9/9	836.82	56.76
E	11/9		67.54	E	11/9		69.37
F	13/9		79.82	F	13/9		81.99
G	15/9		92.10	G	15/9		94.60
H	18/9		110.52	H	18/9		113.52
	Precept	£44,980			Precept	£47,498	

CHELFORD PARISH COUNCIL

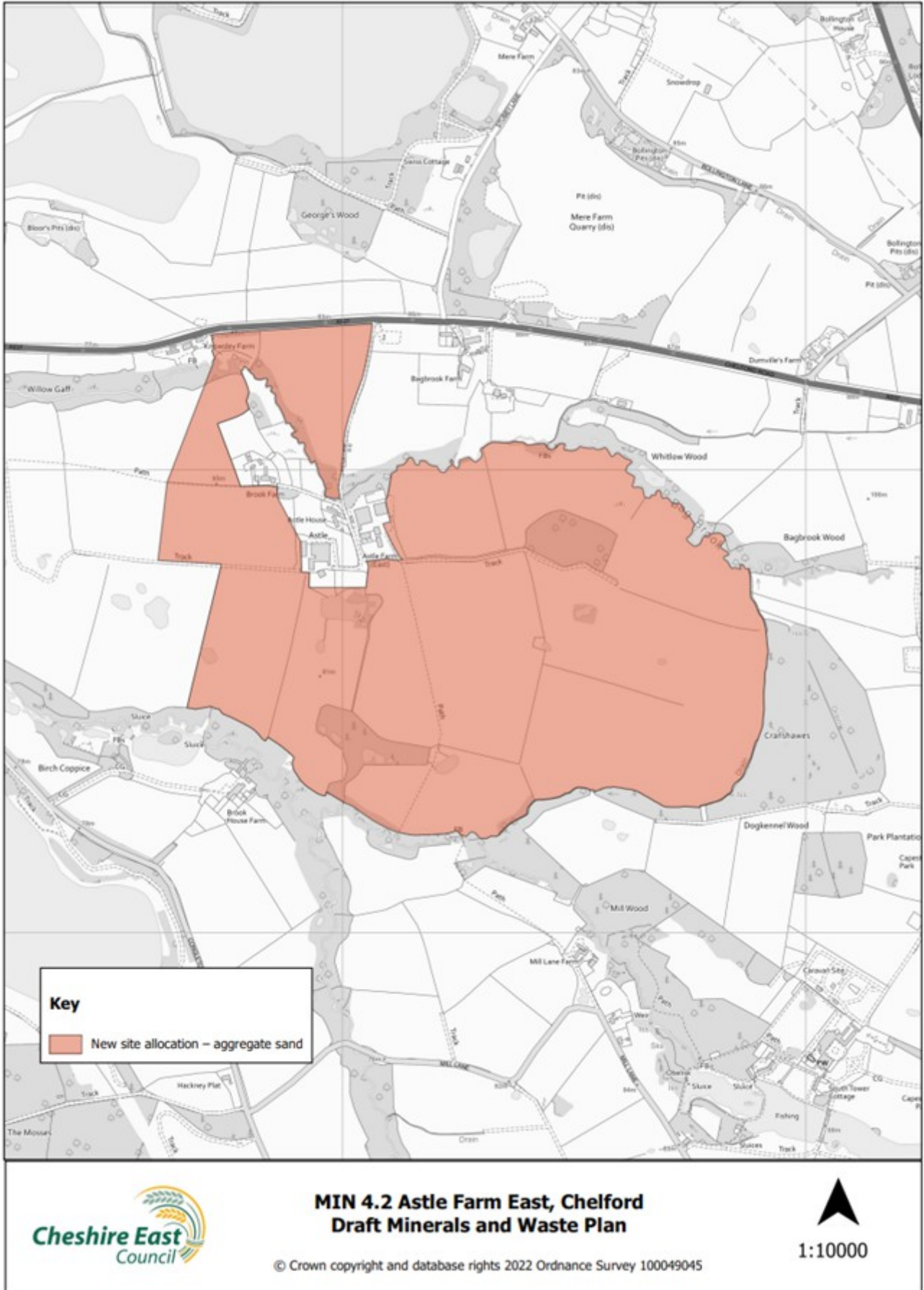
APPENDIX G

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
- 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
- 22/1947M - 7 Robin Close, Chelford. SK11 9BA
Demolition of existing out-buildings, construction of two storey side extension.
DECISION STATUS - Approved with conditions (15/11/22)
- 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
- 22/2976M - 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
- 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.
DECISION STATUS - Refused works to protected tree (17/11/22)

CHELFORD PARISH COUNCIL

- 22/3194M - 1 Robin Close, Chelford. SK11 9BA
Certificate of proposed lawful development for side extension.
DECISION STATUS - Positive certificate (25/11/22)
- 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.
DECISION STATUS - Undecided
- 22/3348M - Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of existing building to form new dwelling.
DECISION STATUS - Undecided
- 22/3825M - 1 Burnt Acre, Chelford, Macclesfield. SK11 9SS
Variation of condition: 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 front dormer.
DECISION STATUS - Undecided
- 22/4333M - 100 Dixon Drive, Chelford. SK11 9BX
Removal of conservatory on the rear elevation to install new patio doors, bay window on the front elevation to be removed and replaced with flush windows and internal layout amendments.
DECISION STATUS - Undecided



[Further information: <https://cheshireeast-consult.objective.co.uk/kse/event/37181>]

CHELFORD PARISH COUNCIL

APPENDIX I

Update re: Adoption of new Code of Conduct

Update: 02/12/22

Dear Colleague

Many of you have been waiting for news of when the 'new' code of conduct for Cheshire East will be introduced.

CE Council formally adopted their new code and the arrangements for dealing with complaints on the 19th October but given that we have quite a lot on our Cheshire East plates with the Community Governance Review we have agreed it would be better to introduce the new code for adoption following the elections in May 2023

CE and ChALC will offer training for clerks and members early in the new year so that you are ready for the introduction of the new code but in the meantime the 'old' code and the 'old' arrangements for dealing with complaints will remain.

We will shortly send out a link to where you can find the new code and procedure so that you can look at it if you are interested.

Regards
ChALC