

# CHELFORD PARISH COUNCIL

## NOTICE OF PARISH COUNCIL MEETING

**Date:** Thursday 13<sup>th</sup> October, 2022

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

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

*E.M.Maddock*

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

Dated 8<sup>th</sup> October, 2022

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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 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>**

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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. Friends of Chelford Station** - To receive information regarding the future of the Friends of Chelford Station.
- 4. Public Forum for Questions**
  - (a) To receive questions from members of the public including the following:
    - i. Query regarding progress for improved broadband service within Parish.
    - ii. Query regarding condition of roads within Galloway Grange development and timescales for formal adopted by the Local Highway Authority.
  - (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.
- 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) Crewe to Manchester CRP Steering Group - To receive a report from the meeting held 22<sup>nd</sup> September, 2022.

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## 6. Minutes

- (a) To approve the Minutes of the meeting held 11<sup>th</sup> August, 2022 as a correct record.
- (b) To record that the meeting scheduled for 8<sup>th</sup> September, 2022 was cancelled as a mark of respect following the death of Her Majesty Queen Elizabeth II.
- (c) To consider making a tribute to mark the death of Her Majesty Queen Elizabeth II on 8<sup>th</sup> September, 2022.

## 7. Finance

- (a) To receive and consider the Financial Statement 2022/23 as at 13<sup>th</sup> October, 2022. (Appendix A)
- (b) To note receipts received since the last meeting listed at Appendix B.
- (c) To approve the payments listed at Appendix C.
- (d) To receive and consider notice of option to opt-out of the SAAA central external auditor appointment arrangements. (Appendix D)
- (e) To receive the external audit report 2021/22. (Appendix E)
- (f) To review authorised signatories to bank accounts held by the Parish Council and approve changes to signatories where required.
- (g) To consider and determine any donations (direct and/or via the Chelford street poppy initiative) to the Royal British Legion Poppy Appeal 2022.

## 8. Planning Matters

- (a) To receive and note recent planning decisions issued by Cheshire East Council. (Appendix F)
- (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=719ab53f-4ef9-4afb-8d2c-11165513a7d6>]
  - 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=4&query=846a3bf5f73a4dbb9f80da5d4e28ca00&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,

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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=3&query=846a3bf5f73a4dbb9f80da5d4e28ca00&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=2&query=846a3bf5f73a4dbb9f80da5d4e28ca00&from=i>]
  - v. 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.  
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3825M&row=1&query=846a3bf5f73a4dbb9f80da5d4e28ca00&from=i>]
  - vi. Any planning applications received following the issue of the agenda may included for discussion if required.
- (c) To receive an update relating to complaint received regarding noise from business premises at Townfield Place.

## 9. 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.
- (e) To receive a report regarding recent damage to the height barrier at Chelford Parish Hall.

## 10. 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 and approve any actions required arising therefrom.
- (c) To receive and consider, if available, updates relating to the delivery of the refurbishment work at Chelford Activity Park.
- (d) To approve the undertaking of hedge cutting at the site by the existing contractor.

## 11. 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.

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- 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 and deteriorating highway surface.
- xii. Footway along Dixon Drive (near to green space) - overhanging vegetation.

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

### 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 - Notification of the Northern Planning Committee decision relating to the confirmation of a Tree Preservation Order relating to trees at Ashcroft Drive. Decision: To confirm the order.
- ii. Cheshire East Council - Update regarding arrangements for the 2023 elections.  
[Link to information: <http://www.chelfordparishcouncil.org.uk/community/chelford-parish-council-13771/elections-2023/>]
- iii. Manchester Airport - Update on future airspace project.
- iv. Cheshire East Council - Draft Developer Contributions Supplementary Planning Document consultation.  
[Link to information: <https://cheshireeast-consult.objective.co.uk/kse/event/37005>]  
Closes: 7<sup>th</sup> November, 2022
- v. Cheshire East Council - Invitation to Community Governance Review Engagement Sessions. (01/11/22 or 03/11/22)
- vi. 20s Plenty for Cheshire East - Invitation to information briefing regarding campaign to increase the use of 20mph speed limits. (27/10/22 or 28/10/22)  
[Link to information about the organisation: <https://www.20splenty.org/>]
- vii. Cheshire East Council - Communications strategy consultation.  
[Link to information: <https://surveys.cheshireeast.gov.uk/s/B7CD4T/>]  
Closes: 23<sup>rd</sup> October, 2022
- viii. Cheshire East Council - Visitor economy strategy consultation.  
[Link to information: <https://surveys.cheshireeast.gov.uk/s/RTT34B/>]  
Closes: 6<sup>th</sup> November, 2022
- ix. Cheshire East Council - Town centre vitality plans consultation.  
[Links to information:  
Knutsford: <https://surveys.cheshireeast.gov.uk/s/K3PDJA/>  
Wilmslow: <https://surveys.cheshireeast.gov.uk/s/CHR3P6/>]  
Closes: 8<sup>th</sup> November, 2022
- x. Manchester Airport - Invitation to Parish Council forum meeting (21/10/22).
- xi. ChALC - Invitation to Annual Meeting (27/10/22).
- xii. ChALC - Notification that Cheshire East Ward Member Highways budgets will be increased from £4,200 to £6,500 per financial year from April, 2023 for a period of four years.

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## 13. 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 and determine matters relating thereto.
- (e) To receive an update relating to maintenance and improvements at Mere Court Park.
- (f) To receive an update relating to St. John's Church, Chelford.

## 14. Vacancy for a Parish Councillor

- (a) To formally receive notice of resignation from a Parish Councillor.
- (b) To receive an update regarding the formal advertising of the vacancy.
- (c) To consider options for actions to be taken in respect of the vacancy, subject to outcome of (b) above.

## 15. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.

## 16. Date of next meeting - Thursday 10<sup>th</sup> November, 2022 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.

## 17. 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 8<sup>th</sup> October, 2022

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## APPENDIX A

Financial Statement for 2022/23 as at 13th October, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Aug. 22 £.	Agenda Oct. 22 £.	Budget Balance £.
<b>Receipts</b>					
41,913.00	Precept	44,980.00	22,490.00	22,490.00	0.00
0.00	Balances	0.00	0.00		0.00
4.58	Investment Interest	0.00	10.98	8.27	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		2,369.81
<b>46,175.73</b>	<b>Total Receipts</b>	<b>44,980.00</b>	<b>23,952.61</b>	<b>22,498.27</b>	<b>2,369.81</b>
<b>Payments</b>					
10,571.12	Salary (Clerk)	11,125.00	4,245.50	1,797.04	5,082.46
278.67	National Insurance (Employer)	310.00	124.05	49.62	136.33
4,691.20	Pension Contributions (Employer)	2,395.00	1,262.45	406.14	726.41
763.41	Allowances (Clerk)	930.00	313.08	127.30	489.62
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	200.00	92.50
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	69.91	200.22
43.98	Website	50.00	10.00	4.00	36.00
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	75.00	275.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	1,135.86	425.59	4,338.55
1,388.00	Chelford Village - Maintenance	4,500.00	441.00	1,347.00	2,712.00
40.00	Asset Maintenance	3,900.00	89.95		3,810.05
2,944.03	Asset Purchase	3,000.00	6,625.17	1,300.00	-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.		1,710.99	658.82	
<b>26,894.03</b>	<b>Total Payments</b>	<b>44,980.00</b>	<b>18,742.70</b>	<b>6,460.42</b>	<b>22,146.69</b>

Cash/Bank Reconciliation	01/04/22	11/08/22	13/10/22	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	106,132.19	122,170.04
Add Total Receipts	44,980.00	23,952.61	22,498.27	2,369.81
Less Total Payments	-44,980.00	-18,742.70	-6,460.42	-22,146.69
<b>Balance C/Fwd.</b>	<b>100,922.28</b>	<b>106,132.19</b>	<b>122,170.04</b>	<b>102,393.16</b>
<b>Cumulative Balances</b>				
	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/22</b>	<b>11/08/22</b>	<b>13/10/22</b>	<b>31/03/23</b>
General Funds	37,882.74	49,560.21	65,598.06	45,821.18
Earmarked Reserves	63,039.54	56,571.98	56,571.98	56,571.98
	<b>100,922.28</b>	<b>106,132.19</b>	<b>122,170.04</b>	<b>102,393.16</b>

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## CASH/BANK RECONCILIATION AS AT - 13<sup>th</sup> October, 2022

### CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	46,450.88
	147,373.16
Less Payments	25,203.12
Balance Carried Forward 13/10/22	<b>122,170.04</b>

### BANK (Natwest)

<b>Business Reserve Account -</b>	15,848.41		05/10/22
Add income/transfer received since above statement	0.00	0.00	
Less unpresented cheques	0.00	0.00	
		15,848.41	13/10/22
<b>Current Account -</b>	32,618.56		05/10/22
Add income received since above Statement	0.00	0.00	
Less unpresented cheques/ Transfer			
Approved	-258.46		
For approval	-6,460.42		
Less payments already issued	421.95		
		-6,296.93	
		26,321.63	13/10/22
<b>Skipton Building Society - Saver Account -</b>	80,000.00		30/08/22
(Transfer from NatWest Current Account)			
Add income received since above Statement	0.00	0.00	
Less unpresented cheques/ Transfer	0.00	0.00	
		80,000.00	13/10/22
<b>Total Bank Balances 13/10/22</b>		<b>122,170.04</b>	

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## APPENDIX B

### Receipts

a. NatWest Bank plc	£3.64	Gross interest - July 2022
b. NatWest Bank plc	£1.76	Gross interest - August 2022
c. Cheshire East Borough Council	£22,490.00	Precept 2022/23 (50%)
d. NatWest Bank plc	£2.87	Gross interest - September 2022

## APPENDIX C

### 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
g. Direct Debit	npower	£28.64	Electricity charges: Jan.-Mar. 22
h. Direct Debit	npower	£23.22	Electricity charges: Apr.-Jun. 22
i. Cheque No 001481	E. M. Maddock	£912.75	Salary and allowances: Oct. 22
j. Cheque No 001482	H.M. Revenue & Customs	£24.81	National Insurance contributions
k. Cheque No 001483	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Sep. 22
l. Cheque No 001484	Northwich Town Council	£58.80	Floral display watering: Aug. 22
m. Cheque No 001484	Northwich Town Council	£3,000.00	Remove wooden planters, supply, install and fill new planters
n. Cheque No 001485	Chelford Social Committee	£75.00	Room Hire: The Hub (x5)
o. Cheque No 001486	PKF Littlejohn LLP	£240.00	External Audit fee 2021/22
p. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Sept. 22
q. Standing Order	Cheshire Pension Fund	£252.49	Pension contributions: Oct. 22
r. Direct Debit	npower	£21.55	Electricity charges: Jul.-Sep. 22

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



### Option to opt out of the SAAA central external auditor appointment arrangements

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments.

**All authorities require an appointed external auditor** even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

This communication is to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within **8 weeks** of this communication but no later than **28 October 2022**; this decision must be communicated to SAAA .

If notification of your decision to opt out is not received within this 8-week period, then your authority will be regarded as opted-in for the next five-year period beginning on 1 April 2022 and ending on 31 March 2027.

#### **Opting-out**

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at overleaf.

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

Key implications are:

- an opted-out authority regardless of size (including exempt authorities) **MUST** appoint an appropriate external auditor;
- the appointed auditor **must** be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority **must** convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by **30 November 2022** will have an external auditor appointed for it by the Secretary of State through SAAA. **This will result in additional costs of £300 which will have to be met by the authority.**

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## Opted Out Authorities - Key Messages

Authorities that have decided to opt out of the central appointment scheme must have undertaken their own research and due diligence in making that decision. SAAA are appointed by the Department for Levelling Up, Housing and Communities (DLUHC) to act on behalf of authorities that remain in the central regime, therefore SAAA cannot provide advice or support to an opted-out authority who should contact their local sector membership organisation.

- Opted out authorities will be subject to review to ensure they have complied with the required procedures for opting out and appointing auditors.
- SAAA will send a form/certificate to opted-out authorities requiring confirmation they have complied with the proper procedures.

The following information will be required:

- Date of full meeting of the authority when the decision to opt-out was agreed and minute reference number;
- Details of the website where the minutes of the meeting have been published;
- Names and contact details of Members of the audit committee/panel;
- Name and address of the audit firm appointed;
- Name and contact details of the auditor engagement partner;
- Details of indemnity arrangements, for example, in the event of a judicial review, that have been agreed with the auditor.

DLUHC will be informed of any opted-out authorities that have failed to return the certificate by the due date. If an authority has failed to comply with the proper procedures, the Secretary of State at DLUHC will appoint an external auditor for the authority. This will incur an administrative cost to be paid by the authority of £300 plus VAT.

## **Appointment of Auditors**

- The authority must appoint an audit panel/committee in line with CIPFA guidance e.g. draw up a specification, advertise, determine the appointment process and recommend to the authority who should be appointed as the "appointed auditor".
- Only firms eligible for appointment as a statutory auditor under Part 2 of the Companies Act 2006 can be considered for appointment.
- The audit committee/panel should determine what information they require from audit firms as part of the tendering process, for example:
  - Audit firm's financial standing.
  - Confirmation the audit firm is not currently subject to any litigation.
  - Public audit experience.
  - Understanding of the smaller authority limited assurance regime.
  - Knowledge and experience of the Engagement Partner and manager.
  - Insurance limits – professional indemnity, public and employers' liability.
  - References.

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## APPENDIX E

### Section 3 – External Auditor Report and Certificate 2021/22

In respect of **Chelford Parish Council – CH0045**

#### 1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

#### 2 External auditor report 2021/22

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2021/22

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

*PKF Littlejohn LLP*

Date

08/09/2022

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

# CHELFORD PARISH COUNCIL

## APPENDIX F

### 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 - Withdrawn (03/10/22)
- 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 - Approved (06/10/22)
- 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)

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- 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 - Approved with conditions (21/09/22)
- 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 - Refused (15/09/22)
- 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
- 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 - Positive certificate (21/09/22)
- 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 - Approved with conditions (07/09/22)
- 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