

# CHELFORD PARISH COUNCIL

## Minutes of the Parish Council meeting held Thursday 9<sup>th</sup> February, 2023 at 7:30p.m. at The Hub, Elmstead Road, Chelford.

Present - Councillors S. Chappell, J. Fielding, C. Montaldo, D. Wilson, C. Wright.  
Members of the public (0).  
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

In the absence of the Chairman, Councillor D. Wilson chaired the meeting.

### 1. Apologies for absence

Councillor B. Brindley - Personal reason.  
Councillor C. Howlett - Personal reason.

**029/23 RESOLVED (a) To receive the apologies for absence. (All in favour)**

### 2. Declarations of interest - None.

**030/23 RESOLVED (a) To note that no declarations of interest were made. (All in favour)**

### 3. Public forum for questions -

(a) **Questions from members of public** - It was reported that a resident had raised a query regarding the fallen tree branch at Chelford Activity Park. It was reported that the removal of the debris was due to be undertaken in the near future.

**031/23 RESOLVED (a) To receive the query from the resident and note the update. (b) That the Member who received the query advise the resident of the update report. (All in favour)**

(b) **Summary of issues raised on social media accounts** - It was reported that comments continue to be received regarding safety concerns at the zebra crossing. In addition, one of the beacons is now twisted obscuring visibility to oncoming traffic. It was reported that noise disturbance was being experienced by some residents. A motorbike had been heard in the early hours of the morning riding around the residential areas of the parish.

**032/23 RESOLVED (a) That the Clerk continue to raise concerns about the zebra crossing. (b) That residents disturbed by the motorbike should log the information with the Police who may be able to assist. (All in favour)**

### 4. Reports from external organisations

(a) **Cheshire East Ward Member Cllr. M. Asquith - report of matters of interest** - Borough Councillor M. Asquith was not present at the meeting to report.

**033/23 RESOLVED (a) To note that Borough Councillor M. Asquith was not present at the meeting. (All in favour)**

(b) **Chelford Ward Policing Team - Matters of concern / interest within the Parish** - No report had been received from the Policing Team.

**034/23 RESOLVED (a) To note that there had been no report from the Chelford Ward Policing Team. (All in favour)**

(c) **Cheshire East Council - 2023 Budget Consultation briefing (24/01/23)** - Slides from the briefing had been circulated to all Members. It was indicated that several service cuts and/or efficiencies were to be explored which may affect residents.

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- 035/23 RESOLVED** (a) To receive and note the report from the meeting.  
(b) That the Parish Council consider future consultations as proposals come forward from Cheshire East Council.  
(All in favour)

## 5. Minutes

- (a) The Minutes of the Parish Council Meeting held 12<sup>th</sup> January, 2023 had been previously circulated to all Members.

- 036/23 RESOLVED** (a) That the Minutes of the Parish Council Meeting held 12<sup>th</sup> January, 2023 be confirmed as a correct record. (All in favour)

## 6. Finance

- (a) **Financial Statement 2022/23 as at 9<sup>th</sup> February, 2023** - Members considered the financial statement 2022/23 which was unanimously accepted. (Appendix A)  
Newer Members to the Council expressed interest in attending training sessions.
- (b) **Receipts** - The Chairman noted the receipts which had been received since the last meeting. (Appendix B)
- (c) **Payments** - The Chairman outlined the basis of the payments listed at Appendix C.

- 037/23 RESOLVED** (a) That the Statement of Account as at 9<sup>th</sup> February, 2023 be received and observations be duly noted. (Appendix A)  
(b) That the Clerk make arrangements for interested Members to attend training sessions.  
(c) That receipts listed at Appendix B be received and duly noted.  
(d) That the schedule of payments at Appendix C be approved and duly authorised. (All in favour)
- (d) **Insurance 2023/24** - Members considered three quotations for insurance.

- 038/23 RESOLVED** (a) That approval be given to proceed with the quotation from Zurich Municipal in the sum of £591.36. (All in favour)

- (e) **Spending of s.106 funds within Parish** - It was reported that the requested information had not yet been received.

- 039/23 RESOLVED** (a) To receive and note the update. (All in favour)

## 7. Planning Matters

- (a) **Recent planning decisions** - Members noted the planning decisions which had been issued by Cheshire East Council in respect of development within the Parish since the last meeting. (Appendix D)

- 040/23 RESOLVED** (a) That the recent planning decisions be received and duly noted. (All in favour)

### (b) Planning applications for consideration

- i. **23/0086M** - 19 Chillingham Close, Chelford. SK11 9FZ  
Detached outbuilding.

- 041/22 RESOLVED** (a) That no comments be submitted to Cheshire East Council in respect of the application **23/0086M**. (All in favour)

- ii. Planning applications received following the issue of the agenda -
- **23/0425M** - 118 Dixon Drive, Chelford. SK11 9BX  
Proposed single storey rear extension.

- 042/23 RESOLVED** (a) That no comments be submitted to Cheshire East Council in respect of the application **23/0425M**. (All in favour)

- (c) **Advertising at Chelford roundabout** - No updates were available.

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**043/23 RESOLVED (a) To note that no update was available.**

- (d) **Local matters of interest** - It was reported that several queries had been received regarding the removal of a section of hedge along Alderley Road. It appears that this is consistent with the planning approval for the site.  
A query had also been received regarding the installation of fencing within the residential estate. It was noted that this is a civil matter.

**044/23 RESOLVED (a) To receive and note the queries and updates. (All in favour)**

## 8. Assets

- (a) **Asset damage / defects** - No issues relating to asset condition were reported. It was noted, however, that the floral displays were coming into bloom.

**045/23 RESOLVED (a) To note that no issues were raised relating to asset damage. (All in favour)**

## 9. Chelford Activity Park

- (a) **Issues identified during routine inspections** - It was reported that no new issues had been identified at the site. Existing issues relating to moles, litter and tree debris continue to be monitored.

**046/23 RESOLVED (a) That the update relating to Chelford Activity Park be received. (All in favour)**

- (b) **Refurbishment work at Chelford Activity Park** - It was reported that work was now underway to deliver the new play area. Minor amendments had been made to the scheme due to cost and practicality considerations. The second phase of work will commence later in the year.

**047/22 RESOLVED (a) To receive and note the update report.  
(b) That approval be given to the amendment to retain the table tennis table in its existing position.  
(c) That approval be given for the possible redesign of the proposed gym equipment area.  
(d) That approval be given for the relocation of the new litter bins. (All in favour)**

- (c) **Site maintenance 2023/24** - Members considered the quotation for maintenance from the existing supplier.

**048/23 RESOLVED (a) That approval be given to proceed with the quotation from Greenfingers Landscape Ltd. in the sum of £2,685.81.  
(b) That the existing maintenance specification be reviewed during 2023/24 in readiness for a new contract period commencing 1<sup>st</sup> April, 2024. (All in favour)**

## 10. Highway Matters

- (a) **Updates on reported highway defects** - It was reported that the new traffic light at Alderley Road was due to be installed in early March, 2023. Gully emptying at Peover Lane is due to take place this week. The pothole by the railway bridge at Alderley Road had been reported for repair. The damaged chevron sign at Chelford roundabout had been reported for repair.

**049/23 RESOLVED (a) To receive and note the updates relating to reported highway defects. (All in favour)**

- (b) **Highway defects requiring attention** - No new highway defects were identified.

**050/23 RESOLVED (a) To note there were no new highway defects identified. (All in favour)**

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- (c) **Zebra crossing, Knutsford Road** - No updates were available regarding the request for improved illumination of the crossing and the repair to the beacon.

**051/23 RESOLVED (a) To receive and note the update. (All in favour)**

## 11. Chelford Community Newsletter

- (a) **Newsletter Edition 3** - Members considered the content of Newsletter Edition 3.
- (b) **'Useful Phone Numbers' document** - Members considered the content of the 'Useful Phone Numbers' document. It had been suggested that this document be distributed once or twice per year for resident information. It was also suggested that May, 2023 may be an ideal time for the the first edition, following the elections.
- (c) **Newsletter advertising** - It was reported that several invoices were currently outstanding.

**052/23 RESOLVED (a) That approval be given for the printing and distribution of Edition 3 of the Chelford Community Newsletter. (b) That approval be given for the inclusion of Councillor names within the 'Useful Phone Numbers' document. (c) That approval be given for the inclusion of contact details for the Clerk within the 'Useful Phone Numbers' document. (d) That the quotation for printing the 'Useful Phone Numbers' document be considered at the next meeting. (e) That the businesses which had not yet paid their invoices be contacted by the Newsletter Team. (All in favour)**

## 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. Police & Crime Commissioner - Refreshed Police and Crime Plan.

**053/23 RESOLVED (a) To receive and note the information. (All in favour)**

- ii. Cheshire East Council - Road Closure: Peover Lane - 6<sup>th</sup>-10<sup>th</sup> February, 2023.

**054/23 RESOLVED (a) To receive and note the information. (All in favour)**

- iii. Cheshire East Council - Road Closure: Alderley Road (100m either side railway bridge) - 6<sup>th</sup>-19<sup>th</sup> March, 2023.

**055/23 RESOLVED (a) To receive and note the information. (All in favour)**

## 13. Community Matters

- (a) **Meeting regarding St. John's Church, Chelford (30/01/23)** - It was reported that the meeting was well attended, however, the difficulties being experienced by the church had not yet been resolved. Consideration was being given to options relating to temporary heating to avoid the church building from deteriorating along with possible future uses of the building.

**056/23 RESOLVED (a) To receive and note the report. (All in favour)**

- (b) **Community Speed Watch** - It was reported that the efforts of the Community Speed Watch Team had been brought to the attention of Esther McVey MP who had responded very positively. Chelford Primary School had also expressed interest in the work of the Team and had nominated pupils to observe at a forthcoming event.

**057/23 RESOLVED (a) To receive and note the report. (All in favour)**

- (c) **Chelford Primary School litter pick** - It was reported that the date of and arrangements for the litter pick were still being determined.

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**058/23 RESOLVED (a) To receive and note the report. (All in favour)**

**14. Elections 2023** - It was reported that information relating to the 2023 elections was available on the Parish Council website, notice boards and from Cheshire East Council. Candidate briefing sessions will be taking place in late February and early March and nomination packs will be available at the sessions or direct from Cheshire East Council. It was noted that information had been received that the next Parish Council Network meeting will discuss election arrangements.

**059/23 RESOLVED (a) To receive and note the update.  
(b) That interested Members be registered to attend the Parish Council Network meeting on 16<sup>th</sup> February, 2023.  
(All in favour)**

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

(a) Several carried forward from previous meetings.

**16. Date of next meeting** - Thursday 9<sup>th</sup> March, 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.

**060/23 RESOLVED (a) That the public and press be excluded from the following item of business on the grounds that it could involve the likely disclosure of exempt information. (All in favour)**

**17. Matters for consideration including those transferred from above items**

(a) Chelford Parish Hall

**061/23 RESOLVED (a) To note that no update was available. (All in favour)**

The meeting was declared closed by the Chairman at 8:51p.m.

Signed:.....

Approval date: 9<sup>th</sup> March, 2023

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## APPENDIX A

<b>Financial Statement for 2022/23 as at 9th February 2023</b>					
<b>Actual 2021/22 £.</b>	<b>Details</b>	<b>2022/23 Budget £.</b>	<b>Actual to Jan. 23 £.</b>	<b>Agenda Feb. 23 £.</b>	<b>Budget Balance £.</b>
	<b>Receipts</b>				
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	24.72	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	830.00	140.00	0.00
0.00	Contra Income	0.00	0.00		0.00
1,513.15	V.A.T. Refund	0.00	1,451.63		2,604.58
<b>46,175.73</b>	<b>Total Receipts</b>	<b>44,980.00</b>	<b>47,280.88</b>	<b>164.72</b>	<b>2,604.58</b>
	<b>Payments</b>				
10,571.12	Salary (Clerk)	11,125.00	9,517.74	1,164.79	442.47
278.67	National Insurance (Employer)	310.00	315.40	59.49	-64.89
4,691.20	Pension Contributions (Employer)	2,395.00	2,151.04	263.24	-19.28
763.41	Allowances (Clerk)	930.00	628.41	62.62	238.97
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	591.36	158.64
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	375.70		-225.70
62.08	Street Lighting (Electric & Repairs)	280.00	96.39		183.61
43.98	Website	50.00	20.00	2.00	28.00
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	562.00		58.00
80.00	Training	400.00	0.00	100.00	300.00
105.00	Room Hire	350.00	75.00	145.00	130.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	2,259.05	202.55	3,438.40
1,388.00	Chelford Village - Maintenance	4,500.00	2,033.00		2,467.00
40.00	Asset Maintenance	3,900.00	450.00	6.50	3,443.50
2,944.03	Asset Purchase	3,000.00	7,925.17	11,891.72	-16,816.89
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.		2,542.37	62.21	
<b>26,894.03</b>	<b>Total Payments</b>	<b>44,980.00</b>	<b>31,469.05</b>	<b>14,551.48</b>	<b>1,564.05</b>

<b>Cash/Bank Reconciliation</b>	<b>01/04/22</b>	<b>12/01/23</b>	<b>09/02/23</b>	<b>31/03/23</b>
Balance B/Fwd.	100,922.28	100,922.28	116,734.11	102,347.35
Add Total Receipts	44,980.00	47,280.88	164.72	2,604.58
Less Total Payments	-44,980.00	-31,469.05	-14,551.48	-1,564.05
<b>Balance C/Fwd.</b>	<b>100,922.28</b>	<b>116,734.11</b>	<b>102,347.35</b>	<b>103,387.88</b>
<b>Cumulative Balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/22</b>	<b>12/01/23</b>	<b>09/02/23</b>	<b>31/03/23</b>
General Funds	37,882.74	60,162.13	57,667.09	58,707.62
Earmarked Reserves	63,039.54	56,571.98	44,680.26	44,680.26
	<b>100,922.28</b>	<b>116,734.11</b>	<b>102,347.35</b>	<b>103,387.88</b>

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## CASH/BANK RECONCILIATION AS AT - 9<sup>th</sup> February, 2023

### CASH

Balance Brought Forward 01/04/22		
Current Account	55,093.12	
Business Reserve Account	45,829.16	
Plus Receipts	47,445.60	
		148,367.88
Less Payments	46,020.53	
Balance Carried Forward 09/02/23	<u><u>102,347.35</u></u>	

### BANK (Natwest)

<b>Business Reserve Account -</b>	15,873.13		05/01/23
Add income/transfer received since above statement			
	<u>0.00</u>	0.00	
Less unrepresented cheques			
	<u>0.00</u>	<u>0.00</u>	15,873.13 09/02/23
<b>Current Account -</b>	24,548.05		05/01/23
Add income received since above Statement			
	<u>20.00</u>	20.00	
Less unrepresented cheques/ Transfer			
Approved	-3,542.35		
For approval	<u>-14,551.48</u>	<u>-18,093.83</u>	6,474.22 09/02/23
<b>Skipton Building Society - Saver Account -</b>	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 09/02/23
<b>Total Bank Balances 09/02/23</b>		<u><u>102,347.35</u></u>	

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## APPENDIX B

### Receipts

a. NatWest Bank plc	£5.17	Gross interest - October, 2022
b. NatWest Bank plc	£9.12	Gross interest - November, 2022
c. Patron H	£70.00	Newsletter advertising fee
d. Patron I	£70.00	Newsletter advertising fee
e. NatWest Bank plc	£10.43	Gross interest - December, 2022

## APPENDIX C

### Payments for approval

a. Cheque No 001503	E. M. Maddock	£1,096.22	Salary, allowances & backpay (pt): Feb. 23
b. Cheque No 001504	H.M. Revenue & Customs	£126.62	Income Tax & National Insurance contributions
c. Cheque No 001505	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Jan. 23
d. Cheque No 001506	B. Brindley	£7.80	Bench brackets
e. Cheque No 001507	ANSA Environmental Services	£11,891.72	Contribution towards eco-mulch surfacing
f. Cheque No 001508	SLCC Enterprises	£120.00	Training fees
g. Cheque No 001509	Chelford Parish Hall	£145.00	Room hire 2022/23
h. Cheque No 001510	Zurich Municipal	£591.36	Insurance premium 2023/24
i. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Feb. 23
j. Standing Order	Cheshire Pension Fund	£327.30	Pension contributions: Feb. 23

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## APPENDIX D

### 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
- 22/2152M - 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 - Approved with conditions (24/01/23)  
Notice of Decision: <https://docs.cheshireeast.gov.uk/NorthgatePublicDocs/08450717.pdf>
- 22/2976M - Willow Glade, Peover Lane, Chelford. SK11 9AJ  
Erection of new 4 bay garage.  
DECISION STATUS - Approved with conditions (01/02/23)  
Notice of Decision: <https://docs.cheshireeast.gov.uk/NorthgatePublicDocs/08452834.pdf>
- 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

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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
- 22/4626M - 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.  
DECISION STATUS - Approved with conditions (01/02/23)  
Notice of decision: <https://docs.cheshireeast.gov.uk/NorthgatePublicDocs/08452547.pdf>
- 22/5007M - Fir Tree Cottage, Carter Lane, Chelford. SK11 9BD  
Amendment to application 21/4626M: Kitchen roof changed to gable from hip, single storey rear extension changed to Cheshire brick from timber cladding, roof over balcony extended. Simplify construction and aesthetic changes.  
DECISION STATUS - Approved with conditions (24/01/23)  
Notice of decision: <https://docs.cheshireeast.gov.uk/NorthgatePublicDocs/08450858.pdf>
- 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