

# CHELFORD PARISH COUNCIL

## Minutes of the Parish Council meeting held

Thursday 9<sup>th</sup> March, 2023 at 7:45p.m.

at Chelford Parish Hall, Knutsford Road, Chelford.

Present - Councillors B. Brindley (Chairman), J. Fielding, C. Howlett, C. Montaldo, D. Wilson.  
Members of the public (5).

Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

### 1. Apologies for absence

Councillor S. Chappell - Personal reason.

Councillor C. Wright - Personal reason.

Borough Councillor M. Asquith.

**062/23 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)**

### 2. Declarations of interest -

Councillor D. Wilson - Item 14(c) - Member of Friends of Chelford Station.

**063/23 RESOLVED (a) To receive the above declaration of interest. (All in favour)**

**3. Chelford Cricket Ground** - A representative of the owner of the site attended the meeting to share initial thoughts regarding the future of the site. Options are being explored to include residential development to the front of the site whilst possibly retaining a sports facility on the majority of the site.

**064/23 RESOLVED (a) To receive the information from the representative of the owner of the site. (b) That the Parish Council undertake an exercise to gauge local interest in re-starting Chelford Cricket Club. (All in favour)**

8:07p.m. - One member of the public excused themselves from the meeting and left.

Item 14(c) was brought forward to this point in the meeting.

8:25p.m. - One member of the public excused themselves from the meeting and left.

### 4. Public forum for questions -

(a) **Questions from members of public** - No questions had been received from or were presented by members of the public.

**065/23 RESOLVED (a) To note that no questions had been received from members of the public. (All in favour)**

(b) **Summary of issues raised on social media accounts** - It was reported that several comments on social media appear to blame the Parish Council for matters which are not the Parish Council's responsibility.

**066/23 RESOLVED (a) That an item be added to the next meeting agenda to explore options to raise awareness within the community of the role and responsibility of the Parish Council. (All in favour)**

### 5. Reports from external organisations

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

**067/23 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** - It was reported that the officers currently allocated to the Chelford Ward Policing

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Team are both retiring at the end of March, 2023. No Police surgeries will be held in the near future whilst arrangements are made for a new team to be appointed.

**068/23 RESOLVED (a) To receive and note the update from the Chelford Ward Policing Team. (All in favour)**

## 6. Minutes

(a) The Minutes of the Parish Council Meeting held 9<sup>th</sup> February, 2023 had been previously circulated to all Members.

**069/23 RESOLVED (a) That the Minutes of the Parish Council Meeting held 9<sup>th</sup> February, 2023 be confirmed as a correct record. (All in favour)**

## 7. Finance

(a) **Financial Statement 2022/23 as at 9<sup>th</sup> March, 2023** - Members considered the financial statement 2022/23 which was unanimously accepted. (Appendix A)

(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.

**070/23 RESOLVED (a) That the Statement of Account as at 9<sup>th</sup> March, 2023 be received and observations be duly noted. (Appendix A)**  
**(b) That receipts listed at Appendix B be received and duly noted.**  
**(c) That the schedule of payments at Appendix C be approved and duly authorised. (All in favour)**

(d) **Training Budget** - It was reported that a number of training bookings had recently been made for Members, however, the invoices would not be received until 2023/24.

**071/23 RESOLVED (a) That the 2022/23 training budget, in the sum of £280, be earmarked to fund existing training bookings. (All in favour)**

(e) **Spending of s.106 funds within Parish** - It was reported that details of s.106 funds associated with residential development within Chelford had been received. Significant sums were still available to support a number of improvement projects within the Parish.

**072/23 RESOLVED (a) To receive and note the update. (All in favour)**

## 8. 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)

**073/23 RESOLVED (a) That the recent planning decisions be received and duly noted. (All in favour)**

(b) **Planning applications for consideration**

i. None.

**074/23 RESOLVED (a) That no planning applications had been received, since the last meeting, prior to the issue of the agenda. (All in favour)**

ii. Planning applications received following the issue of the agenda - None.

**075/23 RESOLVED (a) That no new planning applications had been received. (All in favour)**

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## 9. 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.

**076/23 RESOLVED** (a) **To note that no issues were raised relating to asset damage.** (All in favour)

## 10. 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 continue to be monitored.

**077/23 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 the installation of the new play area had now been completed. Work was now beginning to plan the next phases and Members were asked to consider making a further financial contribution to the scheme.

**078/22 RESOLVED** (a) **To receive and note the update report.**  
(b) **That no further financial contribution will be made to the scheme at this time, given the level of s.106 funds available.** (All in favour)

## 11. 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. Potholes at Holmes Chapel Road and Peover Lane had also been scheduled for repair in the near future.

**079/23 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. Members noted, however, that work to install the new traffic light had not yet commenced. It was also noted that pothole repairs appear to be of low quality as they quickly reappear.

**080/23 RESOLVED** (a) **To note there were no new highway defects identified.**  
(b) **That the Clerk request details from Cheshire East Council of the timing and nature of quality control checks that are undertaken following highway repairs.** (All in favour)

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

**081/23 RESOLVED** (a) **To receive and note the update.** (All in favour)

- (d) **Advertising signs at Chelford Roundabout** - It was reported that confirmation had been received that the new advertising signs had now been installed. Unauthorised signage had been removed, however, should further unauthorised signs appear these can be reported for removal. No details had been provided as to the intended use of the revenue generated from the advertising signs.

**082/23 RESOLVED** (a) **To receive and note the update.** (All in favour)

## 12. Chelford Community Newsletter

- (a) **Newsletter Edition 4** - Members considered the content of Newsletter Edition 4.  
(b) **'Useful Phone Numbers' document** - It was reported that the feedback from the last meeting had been shared with the newsletter editorial team, however,

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information relating to the costs of such an initiative was not currently available.

- (c) **Newsletter advertising** - It was reported that several invoices were currently outstanding.

- 083/23 RESOLVED** (a) That approval be given for the printing and distribution of Edition 4 of the Chelford Community Newsletter.  
(b) To receive and note the update relating to the 'Useful Phone Numbers' document.  
(e) That the businesses which had not yet paid their invoices be contacted by the Newsletter Team. (All in favour)

## 13. 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. Invitation to the Manchester Airport Parish Council Forum.

- 084/23 RESOLVED** (a) To receive and note the invitation. (All in favour)

ii. Resident - Information regarding suggestion for local first aid training.

- 085/23 RESOLVED** (a) To receive the information and note that this activity is already being pursued by a local organisation. (All in favour)

iii. Bluedot Festival - Call for questions and/or feedback ahead of 2023 event.

- 086/23 RESOLVED** (a) To receive and note the information.  
(b) That the Clerk issue a news alert informing residents of the meeting at Lower Withington with representatives of the Bluedot Festival. (All in favour)

iv. Cheshire East Council - Strategic Planning Update.

- 087/23 RESOLVED** (a) To receive and note the information. (All in favour)

## 14. Community Matters

### (a) Community Speed Watch

i. **Community Speed Watch activities** - It was reported that speed watch events continue to take place within the Parish. The team is expecting a visit from Esther McVey MP in the near future.

- 088/23 RESOLVED** (a) To receive and note the report. (All in favour)

ii. **Proposal for traffic calming measures** - It was reported that a representative of the Community Speed Watch Team had prepared a slide deck outlining the current issues relating to speed in Chelford and possible options available to encourage drivers to reduce their speeds. It had been requested that the Parish Council submit the slides to Cheshire East Council, the Police and Esther McVey MP for consideration.  
A concern was raised regarding the statistical information contained within the slides which may be considered mis-leading.

- 089/23 RESOLVED** (a) To receive and note the report.  
(b) That the author of the slides be asked to review the statistical information and forward an amended version.  
(b) That the Clerk forward copy of the slides, once edited, to Cheshire East Council, the Police and Esther McVey MP for their consideration. (All in favour)

(b) **Chelford Primary School litter pick** - Item deferred.

- 090/23 RESOLVED** (a) To defer the item. (All in favour)

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## (c) Chelford Station

- i. **Hedge Cutting** - A representative of Friends of Chelford Station reiterated the thanks, previously expressed in writing, for the hedge cutting which had been undertaken along Knutsford Road near to the access to the southbound platform.

**091/23 RESOLVED (a) To receive and note the expression of thanks. (All in favour)**

- ii. **Watering services to maintain floral displays on the southbound platform** - It was reported that a quotation had been received to extend the existing watering contract to include the four planters on the southbound platform.

**092/23 RESOLVED (a) That approval be given to extend the existing watering services contract, at an additional cost of £24.50 per visit, to include four planters on the southbound platform. (All in favour)**

- iii. **Future floral displays at the station** - A request was received for support in providing floral displays on the southbound platform. Members considered the request.

**093/23 RESOLVED (a) That the Clerk obtain a quotation for the inclusion of the four planters on the southbound platform within the existing floral displays contract. (b) That, subject to the above, approval be given to proceed with the provision of additional floral displays. (All in favour)**

## 15. Elections 2023 -

- (a) **Parish Council Network meeting held 16<sup>th</sup> February, 2023** - Slides from the Parish Council Network meeting had been previously circulated to all Members.
- (b) **Election updates** - Members were reminded that the deadline for submitting nomination papers to Cheshire East Council is 4<sup>th</sup> April, 2023.

**094/23 RESOLVED (a) To receive and note the updates. (All in favour)**

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

- (a) Several carried forward from previous meetings.

## 17. Date of next meeting - Thursday 13<sup>th</sup> April, 2023 at The Hub.

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.

**095/23 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)**

9:25p.m. - Three members of the public excused themselves from the meeting and left.

## 18. Matters for consideration including those transferred from above items

- (a) **Chelford Parish Hall**

**096/23 RESOLVED (a) To note that no update was available. (All in favour)**

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The meeting was declared closed by the Chairman at 9:28p.m.

Signed:.....

Approval date: 13<sup>th</sup> April, 2023

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## APPENDIX A

Financial Statement for 2022/23 as at 9th March 2023					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Feb. 23 £.	Agenda Mar. 23 £.	Budget Balance £.
<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	43.97		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	970.00	170.00	0.00
0.00	Contra Income	0.00	0.00		0.00
1,513.15	V.A.T. Refund	0.00	1,451.63		2,688.48
<b>46,175.73</b>	<b>Total Receipts</b>	<b>44,980.00</b>	<b>47,445.60</b>	<b>170.00</b>	<b>2,688.48</b>
<b>Payments</b>					
10,571.12	Salary (Clerk)	11,125.00	10,682.53	1,164.79	-722.32
278.67	National Insurance (Employer)	310.00	374.89	59.49	-124.38
4,691.20	Pension Contributions (Employer)	2,395.00	2,414.28	263.24	-282.52
763.41	Allowances (Clerk)	930.00	691.03	75.76	163.21
0.00	Chairman/Member Allowances	0.00	0.00		0.00
130.10	Administration	295.00	50.32	24.89	219.79
381.86	Audit Fees (Internal & External)	495.00	402.50		92.50
567.32	Insurance	750.00	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	22.00	2.00	26.00
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	100.00		300.00
105.00	Room Hire	350.00	220.00		130.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	2,461.60	392.55	3,045.85
1,388.00	Chelford Village - Maintenance	4,500.00	2,033.00		2,467.00
40.00	Asset Maintenance	3,900.00	456.50		3,443.50
2,944.03	Asset Purchase	3,000.00	19,816.89		-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.		2,604.58	83.90	
<b>26,894.03</b>	<b>Total Payments</b>	<b>44,980.00</b>	<b>46,020.53</b>	<b>2,066.62</b>	<b>-418.67</b>

Cash/Bank Reconciliation	01/04/22	09/02/23	09/03/23	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	102,347.35	100,450.73
Add Total Receipts	44,980.00	47,445.60	170.00	2,688.48
Less Total Payments	-44,980.00	-46,020.53	-2,066.62	418.67
<b>Balance C/Fwd.</b>	<b>100,922.28</b>	<b>102,347.35</b>	<b>100,450.73</b>	<b>103,557.88</b>
<b>Cumulative Balances</b>				
	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/22</b>	<b>09/02/23</b>	<b>09/03/23</b>	<b>31/03/23</b>
General Funds	37,882.74	57,667.09	55,770.47	58,877.62
Earmarked Reserves	63,039.54	44,680.26	44,680.26	44,680.26
	<b>100,922.28</b>	<b>102,347.35</b>	<b>100,450.73</b>	<b>103,557.88</b>

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

### CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	47,615.60
	148,537.88
Less Payments	48,087.15
Balance Carried Forward 09/03/23	<b>100,450.73</b>

### 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	09/03/23
<b>Current Account -</b>	24,055.47		03/02/23
Add income received since above Statement			
<u>20.00</u>	20.00		
Less unrepresented cheques/ Transfer			
Approved -17,431.25			
For approval <u>-2,066.62</u>	<u>-19,497.87</u>	4,577.60	09/03/23
<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	09/03/23
<b>Total Bank Balances 09/03/23</b>		<b>100,450.73</b>	



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## APPENDIX B

### Receipts

a. Patron J	£70.00	Newsletter advertising fee
b. Trader R	£20.00	Newsletter advertising fee
c. Trader S	£20.00	Newsletter advertising fee
d. Trader T	£20.00	Newsletter advertising fee
e. Trader U	£20.00	Newsletter advertising fee
f. Trader V	£20.00	Newsletter advertising fee

## APPENDIX C

### Payments for approval

a. Cheque No 001511	E. M. Maddock	£1,139.24	Salary, allowances & backpay (pt): Mar. 23
b. Cheque No 001512	H.M. Revenue & Customs	£126.62	Income Tax & National Insurance contributions
c. Cheque No 001513	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Feb. 23
d. Cheque No 001514	S&K&J&M Robertson	£228.00	Hedge cutting
e. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Mar. 23
f. Standing Order	Cheshire Pension Fund	£327.30	Pension contributions: Mar. 23

## 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

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- 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 - Withdrawn (06/02/23)
- 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 - Approved with conditions (16/02/23)
- 22/5050M - Fir Tree Cottage, Carter Lane, Chelford. SK11 9BD  
Demolition of existing house and garage and construction of new replacement dwelling.  
DECISION STATUS - Undecided
- 23/0086M - 19 Chillingham Close, Chelford. SK11 9FZ  
Detached outbuilding.  
DECISION STATUS - Undecided
- 23/0425M - 118 Dixon Drive, Chelford. SK11 9BX  
Proposed single storey rear extension.  
DECISION STATUS - Undecided