

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held

Thursday 11th August, 2022 at 7:30p.m.

at The Hub, Elmstead Road, Chelford.

Present - Councillors B. Brindley (Chairman), J. Fielding, C. Howlett, C. Montaldo, D. Wilson, C. Wright.

Members of the public (2).

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

1. Apologies for absence -

Councillor G. Willis - Personal commitment.

Borough Councillor M. Asquith.

072/22 RESOLVED (a) To receive and approve the above apologies for absence.

Proposed: Councillor C. Montaldo Seconded: Councillor J. Fielding All in favour

2. Declarations of interest -

Councillor J. Fielding - Item 4(a) - Member of St. John's Church PCC.

DECISION (a) To note the above declaration of interest.

3. Public forum for questions -

(a) Questions from members of public -

- i. A resident raised a number of comments regarding Mere Court Park and asked the Parish Council to request Cheshire East Council carry out clearance work of brambles and nettles along the boundary and sow wild meadow species which would present less hazard to resident retrieving sports equipment from the area. Members noted that the pond was becoming overgrown again and that moles appeared to be present on the site.

DECISION

(a) To receive and note the comments of the resident.

(b) That the Clerk submit a request to Cheshire East Council for clearance work of brambles and nettles, sowing of wild meadow species and clearance of the pond.

7:47p.m. - A resident joined the meeting.

7:50p.m. - A resident excused themselves from the meeting and left.

- (b) **Summary of issues raised on social media accounts** - There was nothing to report.

DECISION

(a) To note that no issues had been raised via social media.

4. Reports from external organisations

- (a) **St. John's the Evangelist's Church, Chelford** - A representative of the Church attended the meeting to share information following a recent meeting with the Archdeacon. A discussion ensued regarding matters under consideration to ensure the future success and sustainability of the Church.

073/22 RESOLVED

(a) That the representative of the Church be thanked for attending the meeting and sharing current information.

(b) That the Clerk draft letters expressing the Parish Council's support for the church to be retained as an important community support and heritage feature of the Parish.

Proposed: Councillor D. Wilson Seconded: Councillor C. Montaldo All in favour

8:09p.m. - Councillor C. Wright joined the meeting during item 4(a).

8:45p.m. - A resident excused themselves from the meeting and left.

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

DECISION (a) To note that Borough Councillor M. Asquith was not present at the meeting.

- (c) **Chelford Ward Policing Team - Matters of concern / interest within the Parish**
- It was reported that, during July 2022, there had been a vehicle collision with a street lighting column.

DECISION (a) To receive and note the recent crime report.

5. Minutes

- (a) The Minutes of the Parish Council Meeting held 21st July, 2022 had been previously circulated to all Members.

074/22 RESOLVED (a) That the Minutes of the Parish Council Meeting held 21st July, 2022 be confirmed as a correct record.

Proposed: Councillor C. Wright Seconded: Councillor D. Wilson All in favour

6. Finance

- (a) **Financial Statement 2022/23 as at 11th August, 2022** - Members considered the financial statement 2022/23 which was unanimously accepted. (Appendix A)
- (b) **Receipts** - The Chairman noted there had been no receipts received since the last meeting.
- (c) **Payments** - The Chairman outlined the basis of the payments listed at Appendix B.

075/22 RESOLVED (a) That the Statement of Account as at 11th August, 2022 be received and observations be duly noted. (Appendix A)
(b) That the report on receipts be received and duly noted.
(c) That the schedule of payments at Appendix B be approved and duly authorised.

Proposed: Councillor D. Wilson Seconded: Councillor C. Howlett All in favour

- (d) **Completed and planned investment in the parish** - A report outlining financial investment in the parish, together with an update on current Parish Council priorities, had been previously circulated to all Members. (Appendix C)

076/22 RESOLVED (a) That the report (Appendix C) outlining completed and planned investment in the parish be received and duly noted.

Proposed: Councillor D. Wilson Seconded: Councillor C. Montaldo All in favour

7. Planning Matters

- (a) **Recent planning decisions** - Members noted that no planning decisions had been issued by Cheshire East Council in respect of development within the Parish since the last meeting. (Appendix D)

(b) Planning applications for consideration

- i. **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.

077/22 RESOLVED (a) That the following comment be submitted to Cheshire East Council in respect of planning application 22/2935M:
Chelford Parish Council has no objection to the principle of the proposed development subject to all policies within the Chelford Neighbourhood Plan being observed. Furthermore, the views previously expressed by the Conservation Project

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Office are supported.

Proposed Councillor C. Howlett Seconded Councillor D. Wilson All in favour

- ii. **22/2976M** - Willow Glade, Peover Lane, Chelford. SK11 9AJ
Erection of new 4 bay garage.

078/22 RESOLVED (a) That the following comment be submitted to Cheshire East Council in respect of planning application 22/2976M:
Chelford Parish Council has no objection to the principle of the proposed development subject to all policies within the Chelford Neighbourhood Plan being observed. In particular, careful consideration to use of materials must be given to avoid a detrimental impact on the character of surrounding buildings. Furthermore, the Local Planning Authority must be satisfied that the proposed development fully meets the tests required to permit development the Greenbelt so as to protect the openness and character of this rural setting.

Proposed Councillor D. Wilson Seconded Councillor C. Howlett All in favour

- iii. **22/3044M** - Chelford Roundabout, Chelford Road, Chelford.
Advertisement consent for five signs at entrance on to the roundabout.

079/22 RESOLVED (a) That the following comment be submitted to Cheshire East Council in respect of planning application 22/3044M:
The Parish Council wishes to raise an objection to the above application on the following grounds:
1. That the proposed signs will provide an unnecessary distraction to highway users at the busy junction of major commuter routes.
2. That the proposed additional signs will be excessive for the site which already has large signs at each entry point.
3. That the proposed signs will detract from the positive aesthetics, enjoyed by residents, provided by the trees and other natural features on the roundabout.

Proposed Councillor C. Howlett Seconded Councillor D. Wilson All in favour

- iv. Planning applications received following the issue of the agenda for discussion - None.

DECISION (a) To note that no new planning applications had been received since the issuing of the agenda.

(c) Cheshire East Council - Local Plan Strategy

DECISION (a) To note that Cheshire East Council is looking to undertake a review of the Local Plan Strategy.
(b) That the review be considered at a future meeting, once more information is available.

8. Assets

(a) **Asset damage / defects** - No reports of damage or deteriorating condition of assets were received.

DECISION (a) To note that no new damage to assets had been reported.

(b) **Additional benches within Parish** - Design options, based on the criteria determined at the last meeting, had been previously circulated to all Members.

080/22 RESOLVED (a) That the Traditional three seat bench (Option E) in the

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brown colour option be selected as the preferred bench design at a cost of £386.00 per bench (excluding accessories).
(b) That the Clerk prepare a grant application to support the provision and installation of the new benches.

Proposed Councillor D. Wilson Seconded Councillor J. Fielding All in favour

- (c) Replacement bench at Dixon Drive** - It was reported that Chelford Farm Supplies had not yet installed the replacement bench at Dixon Drive. It is currently intended that the bench will be gifted to the Parish Council following installation.

081/22 RESOLVED **(a) To receive and note the update report.**
(b) To approve acceptance of the gift of the bench following installation at Dixon Drive.

Proposed Councillor C. Montaldo Seconded Councillor J. Fielding All in favour

- (d) Noticeboard at Dixon Drive** - It was reported that an issue with the lock to the notice board had been resolved. The condition of the lock will be monitored to identify any future maintenance requirements.

DECISION **(a) To receive and note the update report.**

- (e) Replacement notice board at Peover Lane** - Members considered possible design options for the replacement notice board at Peover Lane, having regard to the preferences previously expressed by the occupiers of the Corner Shoppe.

082/22 RESOLVED **(a) That quotations for a replacement, wall mounted notice board, of dimensions as close as possible to the existing notice board, be obtained based on the following preferred design options:**
(i) Material: wood
(ii) Header text: Chelford Parish Council
(iii) Header text style: Engraved, Times New Roman font
(iv) Doors: Two glazed opening doors (one key locked, one thumb locked)

Proposed Councillor C. Wright Seconded Councillor C. Montaldo All in favour

9. Chelford Activity Park

- (a) Issues identified during routine inspections** - It was reported that there continues to be litter left at the site. Consideration needs to be given, at a future, date, to possible options to manage the tennis net in order to reduce the frequency of damage. It was noted that the final pieces of Jubilee bunting had now been removed from the site.

083/22 RESOLVED **(a) That the report on issues at Chelford Activity Park be received.**
(b) That options for the management of the tennis net be considered at a future meeting.

Proposed Councillor D. Wilson Seconded Councillor C. Wright All in favour

- (b) Replacement parts for the tennis net** - Three prices had been obtained for the replacement tennis net wire.

084/22 RESOLVED **(a) That the Clerk place an order for a replacement tennis net wire from NetWorld Sports at a cost of £19.99 (ex. delivery).**

Proposed Councillor B. Brindley Seconded Councillor J. Fielding All in favour

- (c) Refurbishment of Chelford Activity Park** - It was reported that the release of the s.106 funds has still not been completed. Unfortunately, however, a further issue had arisen relating to the location of a utility service which may require aspects of

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the refurbishment design to be reviewed.

DECISION (a) That the Clerk submit a request for the option to relocate the utility service to be explored to avoid future issues.

10. Highway Matters

(a) **Updates on highway defect reports** - Members noted that no new updates had been received in respect of reported highway defects (Appendix E).

DECISION (a) That the update report on highway defects be received and duly noted.
(b) That the Clerk continue to seek updates in respect of the outstanding highway defects.

(b) **Highway defects requiring attention** - It was noted that there are potholes along Dixon Drive.

DECISION (a) That the Clerk report the potholes at Dixon Drive to Cheshire East Council for attention.

(c) **Siding out work along Knutsford Road** - It was reported that the work is currently scheduled to take place within the siding out programme starting in October, 2022.

DECISION (a) To receive and note the update.

(d) Re-launch of Local Highways Services

i. **Re-launch of Local Highways Services** - It was reported that, following a poor outcome from the recent satisfaction survey, the highways service was to be re-launched. Parishes are invited to submit local priorities for consideration by Highways and efforts will be made to provide more structured and pro-active engagement with parishes.

ii. **Highway priorities for Parish** -

DECISION (a) That the following items be included in the highways priority list for submission to Cheshire East Council:

- (i) **Siding out of footways and hedge trimming long Holmes Chapel Road, Alderley Road, Knutsford Road and Chelford Road.**
- (ii) **Flooding of highway near to railway bridge at Alderley Road.**
- (iii) **Deteriorating highway surface along Dixon Drive and surrounding residential estate.**
- (iv) **Frequently re-occurring potholes e.g. along Dixon Drive.**
- (v) **Improvements to 30mph signs to make more prominent (e.g. flashing signs).**

11. Community Matters

(a) **Community Speed Watch** - There was nothing to report.

DECISION (a) To receive and note the update.

(b) **The Hub, Elmstead Road** - It was reported that the Chelford Social Committee is continuing to engage with Peaks & Plains Housing Trust regarding taking over the future management of the venue.

DECISION (a) To receive and note the update.

(c) **Re-use of Station Building** - It was reported that a commercial business had expressed an interest to rent the building. Network Rail and Northern Rail had

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responded positively and were currently pursuing the suggestion.

DECISION (a) To receive and note the update.

- (d) **Re-instatement of pathway through land to the rear of Dixon Drive / Millbank Close** - It was reported that Cheshire East Council had added this work to the list of projects being compiled for future delivery.

DECISION (a) To receive and note the update.

- (e) **Provision of school transport** - No updates had been received from the group of parents pursuing this matter.

DECISION (a) To receive and note the update.

(b) That the Clerk forward the response from Borough Councillor M. Asquith regarding this matter to a representative of the parent group.

- (f) **Chelford School proposal for a community minibus** - It was reported that the business plan had been submitted to Cheshire East Council for consideration by the s106 officers.

DECISION (a) To receive and note the update.

- (g) **Re-allocation of s.106 funds arising from the Cricketers Green development** - It was reported that no updates had been received regarding progress to re-allocate the funds, however, the sum available would be dependent on the outcome of item (f) above.

DECISION (a) To receive and note the update.

- (h) **Community newsletter** - A report, prepared by a Member, had been previously circulated to all Members outlining a proposal to develop a monthly community newsletter which would be financially underwritten by the Parish Council. Members discussed the proposal. The Clerk & Responsible Financial Officer raised concerns regarding the financial and risk implications of the proposed scheme as presented.

085/22 RESOLVED

(a) That the community newsletter be operated within the Parish Council framework.

(b) That the final draft of each newsletter be presented to a meeting of the Parish Council for approval prior to printing/distribution.

(c) That an editorial team, consisting of councillors and non-councillors, be formed to collate the newsletter.

(d) That distribution of the newsletter be carried out by volunteers (adult only).

(e) That the newsletter be funded from receipts from advertisements.

(f) That the Parish Council approve to underwrite the cost of the newsletter should advertisement income be insufficient to meet production costs.

Proposed Councillor C. Montaldo Seconded Councillor C. Wright All in favour

- (i) **Community Plan for Chelford** - Members considered possible future projects including: possible further applications to the highways top-up service; refurbishment of bus passenger shelter at Knutsford Road; additional work at Mere Court Park and installation of dog poo bag dispensers within the parish.

DECISION (a) That the Clerk obtain quotations for dog poo bag dispensers (quantity = 10).

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- (b) That consideration of possible applications to the highways top-up service be deferred to a future meeting.
- (c) That consideration of possible additional work at Mere Court Park be deferred to a future meeting.
- (d) To note that a scheme to refurbish the bus passenger shelter at Knutsford Road is being developed for consideration at a future meeting.

12. Matters for inclusion on next/future meeting agenda

(a) Chelford Station Maintenance.

13. Date of next meeting - Thursday 8th September, 2022 at Chelford Parish Hall (time to be confirmed)

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.

086/22 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.

Proposed Councillor D. Wilson Seconded Councillor B. Brindley All in favour

14. Matters for consideration including those transferred from above items

(a) Chelford Parish Hall

087/22 RESOLVED (a) That the Clerk raise the identified queries with the relevant organisations for consideration at a future meeting.

Proposed Councillor D. Wilson Seconded Councillor C. Montaldo All in favour

The meeting was declared closed by the Chairman at 10:37p.m.

Signed:.....

Approval date: 8th September, 2022

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APPENDIX A

Financial Statement for 2022/23 as at 11th August, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Jul. 22 £.	Agenda Aug. 22 £.	Budget Balance £.
Receipts					
41,913.00	Precept	44,980.00	22,490.00		22,490.00
0.00	Balances	0.00	0.00		0.00
4.58	Investment Interest	0.00	10.98		0.00
0.00	Sale of Assets	0.00	0.00		0.00
2,745.00	Grants, Donations & Refunds	0.00	0.00		0.00
	Contra Income	0.00	0.00		0.00
1,513.15	V.A.T. Refund	0.00	1,451.63		1,710.99
46,175.73	Total Receipts	44,980.00	23,952.61	0.00	24,200.99
Payments					
10,571.12	Salary (Clerk)	11,125.00	3,396.40	898.52	6,830.08
278.67	National Insurance (Employer)	310.00	99.24	24.81	185.95
4,691.20	Pension Contributions (Employer)	2,395.00	1,009.96	203.07	1,181.97
763.41	Allowances (Clerk)	930.00	244.84	68.24	616.92
0.00	Chairman/Member Allowances	0.00	0.00		0.00
130.10	Administration	295.00	0.00	50.32	244.68
381.86	Audit Fees (Internal & External)	495.00	202.50		292.50
567.32	Insurance	750.00	0.00		750.00
60.00	Sect. 137 Donations	360.00	0.00		360.00
40.00	Grants	3,000.00	0.00		3,000.00
0.00	Parish Council Newsletter	150.00	0.00		150.00
62.08	Street Lighting (Electric & Repairs)	280.00	9.87		270.13
43.98	Website	50.00	8.00	2.00	40.00
263.00	Professional Services	2,070.00	0.00	270.00	1,800.00
0.00	Advertising	100.00	0.00		100.00
497.20	Subscriptions/Affiliation Fees	620.00	527.00		93.00
80.00	Training	400.00	0.00		400.00
105.00	Room Hire	350.00	0.00		350.00
2,391.55	Chelford Activity Park - Maintenance	5,900.00	933.31	202.55	4,764.14
1,388.00	Chelford Village - Maintenance	4,500.00	441.00		4,059.00
40.00	Asset Maintenance	3,900.00	89.95		3,810.05
2,944.03	Asset Purchase	3,000.00	6,625.17		-3,625.17
0.00	Neighbourhood Plan	500.00	0.00		500.00
0.00	Community Day / Platinum Jubilee	2,500.00	1,661.60	15.40	823.00
143.88	Contingency	1,000.00	47.96		952.04
1,451.63	V.A.T.		1,670.08	40.91	
26,894.03	Total Payments	44,980.00	16,966.88	1,775.82	27,948.29

Cash/Bank Reconciliation	01/04/22	21/07/22	11/08/22	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	107,908.01	106,132.19
Add Total Receipts	44,980.00	23,952.61	0.00	24,200.99
Less Total Payments	-44,980.00	-16,966.88	-1,775.82	-27,948.29
Balance C/Fwd.	100,922.28	107,908.01	106,132.19	102,384.89
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/22	21/07/22	11/08/22	31/03/23
General Funds	37,882.74	51,336.03	49,560.21	45,812.91
Earmarked Reserves	63,039.54	56,571.98	56,571.98	56,571.98
	100,922.28	107,908.01	106,132.19	102,384.89

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CASH/BANK RECONCILIATION AS AT - 11th August, 2022

CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	23,952.61
	124,874.89
Less Payments	18,742.70
Balance Carried Forward 11/08/22	106,132.19

BANK (Natwest)

Business Reserve Account -	45,840.14		05/07/22
Add income/transfer received since above statement	0.00		
	0.00	0.00	
Less unrepresented cheques	0.00		
	0.00	0.00	
		45,840.14	11/08/22
Current Account -	65,612.39		05/07/22
Add income received since above Statement	0.00		
	0.00	0.00	
Less unrepresented cheques/ Transfer			
Approved	-3,544.52		
For approval	-1,775.82		
		-5,320.34	
		60,292.05	11/08/22
Total Bank Balances 11/08/22		106,132.19	

Verification of Bank Statement to Bank Reconciliation

Certified by:

that the Bank Statement reconciles with the bank reconciliation presented to Council.

Signed:

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APPENDIX B

Payments for approval

a. Cheque No 001471	E. M. Maddock	£967.66	Salary and allowances: Aug. 22
b. Cheque No 001472 contributions	H.M. Revenue & Customs	£24.81	National Insurance
c. Cheque No 001473	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: July 22
d. Cheque No 001474	Society of Local Council Clerks	£270.00	Membership fee 2022/23
e. Cheque No 001475	Chelford Social Committee	£15.40	Grant: Platinum Jubilee event
f. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Aug. 22
g. Standing Order	Cheshire Pension Fund	£252.49	Pension contributions: Aug. 22

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APPENDIX C

Investment in Chelford

During the current term of office (2019-2023) Chelford Parish Council has continued to contribute towards significant investment in the parish of Chelford. This has been through a combination of direct financial investment, securing third party funding and encouraging the release of s.106 funds arising from residential development.

The following information provides details of investments since April 2019 together with a review of progress to complete current Parish Council priorities.

Summary of investment in Chelford (2022/23)

[including commitments]

Chelford Activity Park	2,131.43
Chelford Activity Park*	8,000.00
Floral displays	3,039.00
Speed radar gun	141.63
Boundary signs	6,991.56
Jubilee event	1,677.00
Additional highway work - siding out**	3,097.13
	<u>£25,077.75</u>

*Subject to receipt of final costs for play surfacing

**Funded by Ward Member Highway Budget

Summary of investment in Chelford (2021/22)

Chelford Activity Park	2,254.55
Floral displays	1,274.00
Bench refurbishment	12.00
Daffodil bulbs	102.00
AED signage	40.00
Noticeboards	2,944.03
Support to local temporary displays	100.00
	<u>£6,726.58</u>

Summary of investment in Chelford (2020/21)

Floral displays at Chelford Station	570.00
Chelford Activity Park	2,601.75
Floral displays	3,540.00
	<u>£6,711.75</u>

Summary of investment in Chelford (2019/20)

Chelford Activity Park	2,819.97
Floral displays	570.00
Bench refurbishment	281.00
	<u>£3,670.97</u>

s.106 Funding the Parish Council has supported the release of into Chelford

Equipment for Chelford Parish Hall	13,000.00
Community facilities*	75,000.00
Development of play facilities**	207,197.00
Development of amenities**	207,197.00
Development of sports pitches**	163,409.00
	<u>£665,803.00</u>

*Portion to be re-allocated

**Includes funds for Chelford Activity Park

Current earmarked reserves

Mere Court Improvements*	345.52
Community Project Fund**	18,132.57
Asset Refurbishment Fund	7,634.00
Democratic Services Fund	1,000.00
Transparency Code Grant*	117.50
Neighbourhood Plan (PC funds)	1,222.95
MUGA Maintenance (Parish Plan Grant)*	1,000.00
Tree maintenance work	1,980.00
Telephone Kiosk - Insurance payout*	2,745.00
Boundary sign replacement project	2,394.44
Chelford Activity Park - Refurbishment	20,000.00
	<u>£56,571.98</u>

*Fund with fixed use as specified

**Clarification currently being sought regarding applicable restrictions on use

Planned investment 2022/23 (value to be determined)

Additional benches within residential estate
 Notice board - Peover Lane
 Supplementary items at Chelford Activity Park e.g. litter bins
 Telephone kiosk refurbishment (x2)
 Bus passenger shelter repairs
 Boundary repairs / maintenance at Chelford Activity Park

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Review of parish council priorities

PRIORITY AREA 1: ENSURE A GREAT ENVIRONMENT FOR CHELFORD

Objective A Survey and act on issues with hedges and footways within the Parish so residents can walk safely.

- Action 1 Carry out Parish-wide review of hedges and footways.
Status Full Parish review of hedges and footways undertaken. (Autumn 2021)
Plan for a further review of hedges and footways in early autumn 2022.
- Action 2 Identify hedge and footway issues and report to landowners or Cheshire East Council for attention.
Status Issues relating to hedges and footways reported to landowners or Cheshire East Council for attention.
Continue to monitor progress of repairs.
Consider persistent issues for inclusion in Highways priority survey.
-

Objective B Deliver on actions in the Green Spaces Survey, improving the Village's Green Spaces for residents particularly at Chelford Activity Park.

- Action 1 Ensure walking provision is considered when strategic plans for Green Spaces are developed.
Status Formal pathway included in refurbishment of Mere Court Park (2020).
Walking provision included in refurbishment plan for Chelford Activity Park. (2022)
Cheshire East Council not yet commissioned reviews for other Green Spaces.
- Action 2 Ensure play facilities are considered when strategic plans for Green Spaces are developed.
Status New play area installed at Mere Court Park (2020).
New play area to be installed at Chelford Activity Park. (2022)
Cheshire East Council not yet commissioned reviews for other Green Spaces.
- Action 3 Consider inclusion of fitness trail when preparing plans for the refurbishment of Chelford Activity Park.
Status Fitness trail included in refurbishment plan for Chelford Activity Park. (2022)
- Action 4 Encourage residents to ensure that boundary hedges do not encroach onto footways.
Status See Objective 1A2. Review autumn 2022.

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- Action 5 Consider options available to address pavement defects in vicinity of railway bridge (Knutsford Road).
Status Defects identified and reported to Cheshire East Council for attention.
Consider persistent issues for inclusion in Highways priority survey.
- Action 6 Consider options to ensure that footways and verges are maintained to provide maximum width to pedestrians.
Status Overgrown verges and footway defects continue to be reported to Cheshire East Council as the responsible Highway Authority.
Siding out of footways along Knutsford Road has been ordered. (2022)
- Action 7 Consider provision of additional benches within Green Spaces.
Status Audit of Parish bench provision carried out.
Picnic benches to be installed at Mere Court Park (date unknown).
Chelford Activity Park bench provision to be reviewed following delivery of initial stages of refurbishment work to allow placement to complement other features.
Additional benches within residential estate - in progress.
- Action 8 Consider provision of planters within Green Spaces.
Status Planting schemes included in Mere Court Park re-development. (2020)
Bulb planting completed at land off Dixon Drive. (2021)
Bulb planting included within refurbishment plan for Chelford Activity Park.
- Action 9 Consider options relating to mobile refreshment facilities in/near Green Spaces.
Status Not started.
- Action 10 Raise awareness of Green Spaces within Parish through information on Parish Council website.
Status Webpage providing information on green spaces and local footpaths added to Parish Council website.
Updates to be added as refurbishment work progresses.
- Action 11 Consider options relating to restricted or no dog areas within Green Spaces.
Status Not started.
(Need to consider practicalities and ongoing management of such schemes.)
- Action 12 Consider provision of dog waste bins near to Green Spaces.
Status Litter/dog waste bin provision to be reviewed at Mere Court Park.
Litter/dog waste bin provision to be reviewed at Chelford Activity Park as part of current refurbishment plan.
Cheshire East Council not yet commissioned reviews for other Green Spaces.

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- Action 13 Consider options relating to volunteer led activities at Green Spaces.
Status Four volunteers came forward during Green Spaces survey process.
Need to consider potential scope of activities and local demand.
- Action 14 Encourage the owner of cricket ground to keep the site tidy and to consider
whether sporting activities can be resumed if supported by volunteers.
Status Future of site may depend on outcome of planning application 21/6410M.
Local residents expressed interest to re-start cricket club.
- Action 15 Consider options available to encourage planning applications to include the
planting of trees.
Status To explore possible opportunities during review of Neighbourhood Plan to
include policies to encourage tree planting.
- Action 16 Assess the need for further tree preservation orders within the Parish.
Status New Tree Preservation Order applied to trees at Ashcroft Drive. (2022)
Support for Tree Preservation Order application at Peover Lane submitted.
(2021)
- Action 17 Communicate findings and next steps of Green Spaces Survey to residents.
Status Outcome of Green Spaces Survey published on Parish Council website.

Objective C Plan for the upkeep of the Parish Council land and facilities adjacent to Chelford Parish Hall once the improvements are carried out.

- Action 1 Invite grounds maintenance contractor to participate in consultation process
relating to draft improvement work at the site.
Status Grounds maintenance contractor participated in consultation process.
- Action 2 Review future maintenance needs following finalisation of refurbishment
scheme.
Status Review to be completed once final detail of scheme available.

Objective D Improve the appearance of the Village by assessing what changes can be feasibly made e.g. new signage on entry to the Village, improve litter bins, telephone boxes, brick bus shelter etc.

- Action 1 Replace notice board at junction of Oak Road and Knutsford Road.
Status New notice board installed. (2022)

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- Action 2
Status Install new notice board at Highland Drive.
New notice board installed. (2022)
- Action 3
Status Replace boundary signs at entry points to Parish.
Installation of signs due imminently.
- Action 4
Status Review litter bin provision within Parish.
Replacement litter bins installed at Dixon Drive (2022) and Oak Road (2022).
Replacement litter bin installed at Dixon Drive. (2019)
Replacement litter bin installed at Knutsford Road. (2019)
Additional litter bin installed at Knutsford Road. (2018)
Litter bin provision to be reviewed at Chelford Activity Park following completion of main refurbishment scheme.
- Action 5
Status Repair and refurbish brick bus passenger shelter at Knutsford Road.
Scheme for renovation of bus passenger shelter being developed for considered by Parish Council.
- Action 6
Status Renovate red telephone kiosk at Chelford Roundabout.
Quotations being sought for work.
- Action 7
Status Determine future uses for red telephone kiosk at Chelford Roundabout.
Consideration to be given to possible uses of the kiosk having regard to the wider context of the asset location.
- Action 8
Status Renovate red telephone kiosk at Knutsford Road.
Asset stolen.
Replacement kiosk being sourced together with quotations and permissions for installation.
- Action 9
Status Determine future uses for red telephone kiosk at Knutsford Road.
Chelford CE Primary School approached regarding possible use of a replacement kiosk.
Suggestion to use to house defibrillator was not supported by Knutsford Community First Responder Trust.
Consideration to be given to possible uses of the kiosk having regard to the proximity of the site to residential and business premises together with busy highway area.
- Action 10
Status Consider future of notice board at Peover Lane.
Engagement with owners of Chelford Corner Shoppe regarding design principles for a replacement notice board completed.
Replacement notice board - in progress.

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- Action 11 Identify further actions which may be taken to improve appearance of Parish.
Status Regular cleaning of assets (benches, noticeboards, planters) carried out by Members.
Order placed for additional planters adjacent to bus passenger shelter at Knutsford Road. (2022)
Consider other actions (subject to necessary permissions etc.) which may improve Parish appearance.
-

PRIORITY AREA 2: IMPROVE AMENITIES AND SERVICES FOR CHELFORD

Objective A Ensure that the status of the Chelford Community Hub, currently Astle Court, is preserved for residents.

- Action 1 Support the retention of Chelford Community Hub as a community venue.
Status See agenda item 12(b).
-

Objective B Assess other opportunities such as the station area building to enhance services for the Village.

- Action 1 Review opportunities for reuse of station area building.
Status Business expressed interest to use the building for commercial venture.
-

Objective C Assess the situation of the elderly residents particularly in terms of health and transport and determine what needs improving.

- Action 1 Identify specific actions which can be taken to address the objective.
Status Not started.
-

PRIORITY AREA 3: ASSESS HOW CHELFORD RESPONDED TO THE PANDEMIC, IDENTIFY ON-GOING BENEFITS AND CREATE A TEMPLATE FOR ANY FUTURE CRISIS SITUATION

Objective A Assess what worked well, what didn't and document the outcomes.

- Action 1 Identify specific actions which can be taken to address the objective.
Status Parish Council has expressed thanks to the localised resident groups within the Parish were very successful at providing personalised, bespoke support to neighbours.
Significant changes to local support groups following pandemic which are growing and adapting in response to needs of users.

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Objective B Post-pandemic, specifically consider how we develop those groups and mechanisms that were successful during the pandemic for the on-going day-to-day benefit of Chelford.

Action 1 Identify which groups and mechanisms can be reviewed for future support.
Status Parish Council has adopted grant awarding policy which is available to local groups.
Parish Council is supporting local organisations to access s.106 funds, where appropriate, to develop facilities available to the community.

Action 2 Consider development of community resilience plan.
Status Information circulated to Members.
Decision required as to whether to progress development of such a plan.

PRIORITY AREA 4: ENGAGE WITH RESIDENTS

Objective A Enhance Parish Council communication with residents by communicating more frequently and effectively both online and via the newsletter and Church Parish magazine. Ensure there is a focus on outcomes from planning decisions alongside how the Parish Council addresses concerns expressed by residents.

Action 1 Re-start the Parish Council quarterly newsletter.
Status Parish Council newsletter paused due to pandemic. (2020)
Parish Council newsletter discontinued. (2021)
Community newsletter to be administered by Chelford Social Committee. (2021)

Action 2 Encourage residents to sign up to the news alerts from the Parish Council website.
Status Alert residents to news alerts facility through noticeboards and clerk email footer.

Action 3 Consider making use of social media opportunities to raise awareness of Parish Council activities within the community.
Status Parish Council social media accounts (Facebook and Next Door) set up. (2021)
Opportunity for feedback from the accounts at each Parish Council meeting.

Action 4 Consider making contributions to the Church parish magazine.
Status Check whether there is an intention to restart the church parish magazine following pause during pandemic.
Consider contribution to the community newsletter. [See 4A1]

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Action 5 Record and communicate planning decisions relating to development within the Parish.
Status Planning decisions included in Agenda/Minutes from July, 2021.

Action 6 Assess planning decisions against Neighbourhood Plan.
Status Review of officer reports carried out to determine whether the Neighbourhood Plan is actively influencing planning decisions within the Parish.
Plan Review did not identify any further actions at this time.

Action 7 Review planning responses against concerns raised by residents.
Status Planning responses are, where possible, determined/submitted towards the end of consultation periods of allow residents to submit comments and/or approach the Parish Council with concerns. These are taken into consideration when comments are drafted.

Objective B Create opportunities for dialogue with the residents.

Action 1 Identify specific actions which can be taken to address the objective.
Status Social media accounts have been set up.
Residents are welcome to attend Parish Council meetings to raise issues.
Location of Parish Council meetings has been reviewed to improve accessibility for resident attendance.

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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
- 20/5353M - 4 Station Road, Chelford. SK11 9AX
Single storey rear and side extension.
DECISION STATUS - Undecided
- 21/0617M - Former Tithe Barn, The Manor House, Holmes Chapel Road, Chelford.
[Also 21/0618M - Listed building consent application]
Conversion and extension of former tithe barn to form swimming pool and associated works to Wisteria Cottage.
DECISION STATUS - Refused (19/07/21) - Decision under appeal
- 21/1729D - Former Mere Farm Quarry, Chelford Road, Nether Alderley. SK10 4SZ
Discharge of conditions 5, 8, 9, 11, 12, 16, 21, 22, 23 and 24 on approval 19/2513M for delivery of watersports and outdoor activity centre including new vehicular access, car parking and multi-use building.
DECISION STATUS - Undecided
- 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 - 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
- 22/0501M - 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 - Undecided

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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 - Undecided
- 22/0946M - 8 Dixon Drive, Chelford. SK11 9BU
Proposed front, rear and side extension with loft conversion.
DECISION STATUS - Undecided
- 22/1336M - 4 Wheat Moss, Chelford. SK11 9SP
Detached garden room and store to front side of house.
DECISION STATUS - Undecided
- 22/1424M - 1 Burnt Acre, Chelford. SK11 9SS
Non material amendment on application 21/2785M - Demolition of existing car port and conservatory and the erection of a single storey side and rear extension to original dwelling with associated internal alterations and loft conversion including a front dormer.
DECISION STATUS - Undecided
- 22/1947M - 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
- 22/1423M - 1 Burnt Acre, Chelford. SK11 9SS
C3 Dwelling house - Construction of dormer structure to side elevation.
DECISION STATUS - Undecided
- 22/1626M - East Farmhouse, Astle Farm, Astle Lane, Chelford. SK10 4TA
Listed Building Consent to add second set of stairs between lounge and first floor landing, change in arrangements to achieve two bedrooms and a family bathroom.
DECISION STATUS - Undecided
- 22/2306M - 134 Dixon Drive, Chelford. SK11 9BX
Lawful Development Certificate for a proposed new porch under existing roof over hang, infill with masonry existing conservatory side windows, replace existing defective conservatory roof with new insulated flat roof and roof lights and new detached garage.
DECISION STATUS - Undecided

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APPENDIX E

Outstanding highway matters

- (b) Knutsford Road - junction sign (near to Oak Road) requires re-planting.
[21/07/22 - No update]
- (c) Dixon Drive - uprooted street sign (near Egerton Arms)
[21/07/22 - To be completed in accordance with Cheshire East Council priorities]
- (d) Knutsford Road - damaged sign between Chelford Parish Hall and roundabout.
[21/07/22 - No update]
- (e) Knutsford Road - leaning speed limit sign at junction with Pepper Street.
[21/07/22 - Sign awaiting replanting]
- (f) Holmes Chapel Road - blocked gully (near to Cricket Ground).
[21/07/22 - Gully visited in June 2022 - cover stuck, awaiting further visit]
- (g) Peover Lane - blocked gullies near to junction with roundabout.
[21/07/22 - Gullies visited in June 2022 - cover stuck, awaiting further visit]
- (h) Pepper Street - blocked gullies.
[21/07/22 - Gullies visited in June 2022 - one cover stuck, awaiting further visit]
- (i) Knutsford Road - deteriorating condition of footway surface.
[21/07/22 - Footway has been assessed and any necessary actions will be taken in accordance with Cheshire East Council priorities]
- (j) Carter Lane - potholes.
[21/07/22 - To be assessed]
- (k) Knutsford Road - overgrown hedges between Dixon Drive and Mere Court
[21/07/22 - Awaiting a response from the Local Highways Officer to clarify the criteria being used to assess accessibility to the footway]
- (l) Alderley Road - temporary traffic light.
[21/07/22 - Query at PC meeting regarding timescale for reinstatement]