

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held Thursday 11th January, 2024 at 7:30p.m. at The Hub, Elmstead Road, Chelford.

Present Councillors B. Brindley (Chairman), J. Fielding, C. Howlett, T. McCrum,
C. Montaldo, D. Wilson, S. Wilson.
Members of the public (0).
Dr. E. M. Maddock – Clerk & Responsible Financial Officer.

1. Apologies for absence

Councillor C. Wright – Work reason.

001/24 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)

Councillor O. Reeves was absent from the meeting.

2. Declarations of interest

Councillor B. Brindley – Item 6(e) – Member of Chelford Indoor Bowls Club.

002/24 RESOLVED (a) To receive the above declaration of interest. (All in favour)

3. Public forum for questions

(a) **Questions from members of public** – No questions were presented by members of the public.

003/24 RESOLVED (a) To note that no questions had been presented by Members of the public. (All in favour)

(b) **Summary of issues raised on social media accounts** – There were no issues to report.

004/24 RESOLVED (a) To note that no issues were reported. (All in favour)

4. Reports from external organisations

(a) **Cheshire East Ward Member Cllr. A. Harrison – report on matters of interest** – Borough Councillor A. Harrison reported that the leisure services consultation had now closed and that there were no immediate plans to close any leisure facilities. The review of Cheshire East Council Ward Boundaries is currently ongoing. Highways teams are busy responding to reports of highway defects and flooding. Planning matters at Alderley Park, including the proposed Symphony Park development, are ongoing. Ward highway priorities are being progressed. It was noted that the outcome of the recent speed assessment surrounding the zebra crossing did not currently support the upgrading of the zebra crossing to a controlled crossing. Local parishes are considering activities to commemorate the 80th anniversary of D-Day in June, 2024. Successful first aid courses have taken place and more are planned for later in the year. A Ward surgery had recently taken place in Plumley. It was reported that administration of s.106 funds at Cheshire East Council was currently being reviewed.

005/24 RESOLVED (a) To note the report from Borough Councillor A. Harrison. (All in favour)

5. Minutes

(a) The Minutes of the Parish Council Meeting held 14th December, 2023 had been previously circulated to all Members.

006/24 RESOLVED (a) That the Minutes of the Parish Council Meeting held 14th December, 2023 be confirmed as a correct record. (All in favour)

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6. Finance

- (a) **Financial Statement 2023/24 as at 11th January, 2024** – Members considered the financial statement 2023/24 which was unanimously accepted. (Appendix A)
- (b) **Receipts** – The Chairman noted that no receipts had been received since the last meeting.
- (c) **Payments** – The Chairman outlined the basis of payments listed at Appendix B.

007/24 RESOLVED (a) **That the financial statement as at 11th January, 2024 be received and observations duly noted. (Appendix A)**
(b) **To note that no receipts had be received.**
(c) **That the schedule of payments at Appendix B be approved and duly authorised. (All in favour)**

(d) Quotations

- i. **Grass cutting at Chelford Activity Park** – Members considered four quotations for grass cutting at Chelford Activity Park having regard to cost and proposed visit frequency to the site.

008/24 RESOLVED (a) **To accept the quotation from Northwich Town Council, in the sum of £3,275, for grass cutting and associated activities at Chelford Activity Park commencing from 1st April, 2024. (All in favour)**

- ii. **Floral display provision** – It was reported that nine contractors had been approached regarding floral display provision, however, only two quotations had been received. Members considered the quotations received.

009/24 RESOLVED (a) **To continue with floral display provision from Northwich Town Council in the sum of £1,180 per annum.**
(b) **To continue with floral display watering from Northwich Town Council at a cost of £89.50 per visit. (All in favour)**

- iii. **Provision (3) and installation (4) of benches within Parish** – It was reported that the quotation had finally arrived from ANSA Environmental Services. Members considered the quotation which included provision and installation of the benches and all compliance requirements.

010/24 RESOLVED (a) **To accept the quotation from ANSA Environmental Services, in the sum of £6,724.55, and to authorise proceeding with the work. (All in favour)**

- (e) **Grant application** – Members considered a grant application from Chelford Parish Hall, on behalf of Chelford Indoor Bowls Club, for a grant to purchase indoor bowling mats. Members noted that within the last received update there were s.106 funds available to support indoor sports within the Parish.

011/24 RESOLVED (a) **That a decision regarding the grant application be deferred to allow an enquiry to be made to Cheshire East Council regarding availability of s.106 funds. (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 C)

012/24 RESOLVED (a) **That the recent planning decisions be received and duly noted. (All in favour)**

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(b) Planning applications for consideration

- i. Any planning applications received since the last meeting: None.

013/24 RESOLVED (a) To note that no planning applications had been received since the last meeting. (All in favour)

(c) Environmental permitting application

- i. Wild Shore Chelford, Former Mere Farm Quarry, Chelford Road/Alderley Road, Nether Alderley, Cheshire. SK10 4SZ.

014/24 RESOLVED (a) That the following comments be submitted to the Environment Agency regarding the above application: Chelford Parish Council has concerns regarding the above application on the following grounds:

1. That the submitted plan does not indicate the distance from the discharging point to the lake on the site. There is concern that discharged effluent will leach into the lake which is to be used for watersports, thereby, exposing users of the site to polluted water. No data has been supplied to show the potential impact on the lake, wildlife and humans.
2. That the application does not specify the soil structure at this location and provide sufficient detail to confirm whether the soil sub-structure is capable of accommodating the proposed discharge volumes without exposing the lake to uncontrolled in-flow of effluent.
3. There is concern that excess liquid discharge will lead to effluent flowing onto the adjacent highway footway causing a physical hazard to pedestrians and potential extended pollution via the highway drain network.
4. That the application does not refer to the high water table in this location and the measures that will be adopted to ensure that contaminated discharge does not leach into the lake. Furthermore, queries are raised as to whether suitable surveys have been carried out to determine that the discharge will not cause erosion and subsidence at this former quarry site.
5. That the figures used to calculate expected discharge volumes appear to be unjustified. There is concern that the figures quoted are underestimated thereby exposing the local landscape, wildlife and community to potential harm if the proposed effluent discharge cannot be accommodated by the proposed drainage field.

It is interesting that the planning application for the development at the site (Cheshire East Council reference 19/2513M) states that there will be 30 full-time employees compared to the 14 full-time employees stated in this application.

Furthermore, the permitted hours of operation of the site are 6am to 10pm (wakeboarding activity limited to 9am to 9pm), therefore, it is questioned whether the toilet and shower frequencies stated are accurate to accommodate the proposed activities.

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Queries are raised regarding how the usage of the facilities (i.e. the numbers of people) have been calculated?

6. That, given the application states that the nearest foul sewer is located 550m away, it is disappointing that the commercial operators of the site, which rely heavily on activities on the lake, have chosen not to invest in a connection to the sewer to ensure that polluted effluent does not negatively impact upon the health and quality of the lake, the wildlife that lives there and the humans who will visit the site.

7. The Parish Council queries whether the operators of the site will be required to advise visitors to the site of the arrangements to dispose of foul waste given the nature of the proposed activities (i.e. watersports) at the site and the potential risk of effluent entering the lake. (All in favour)

8. Chelford Activity Park

(a) **Issues identified during routine inspections** – Councillor B. Brindley reported that the litter bins were, again, full. It was noted that arrangements relating to litter at the site were to be reviewed as part of the refurbishment of the site.

015/24 RESOLVED (a) **To receive and note the report.** (All in favour)

(b) **Refurbishment work at Chelford Activity Park** – Borough Councillor A. Harrison reported that he was still awaiting confirmation of a date to meet relevant officers.

016/24 RESOLVED (a) **To receive the update.** (All in favour)

9. Highway Matters

(a) **Updates on reported highway defects** – Members considered the updates relating to highway defects as listed at Appendix D. It was also reported that a response had been received from Alderley Edge Parish Council advising that street sweeping was not funded by the Parish Council. Members noted that there had been some street sweeping undertaken within Chelford recently.

017/24 RESOLVED (a) **To receive and note the updates.** (All in favour)

(b) **Highway defects requiring attention** – It was reported that a number of signs relating to Galloway Grange were still displayed within the area.

018/24 RESOLVED (a) **That the Clerk report the signs to Cheshire East Council for attention.** (All in favour)

(c) **Highway priorities** – Members considered the updates relating to the highway priorities identified at a previous meeting. (Appendix E) Members raised concerns about the recent response from Cheshire East Council regarding the zebra crossing.

019/24 RESOLVED (a) **To receive and note the updates.**
(b) **That a response be submitted to Cheshire East Council raising concerns about the approach being adopted to review the safety of the zebra crossing.** (All in favour)

10. Parish Council Projects

(a) **Project updates:** An update was provided in respect of Parish Council projects identified at the November, 2023 meeting.

020/24 RESOLVED (a) **To receive and note the updates.**
(b) **That information relating to neighbourhood watch and the 'It's Your Neighbourhood' scheme be included within the next**

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newsletter.

(c) That Friends of Chelford Station be invited to submit an article to the newsletter inviting new volunteers to join the group. (All in favour)

11. 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: Confirmation of taxbase 2024/25.

021/24 RESOLVED (a) To receive and note the information. (All in favour)

ii. ChALC: Invitation to presentation regarding Kings Award for Voluntary Service.

022/24 RESOLVED (a) That any Members interested in attending the meeting contact the Clerk. (All in favour)

iii. Cheshire East Council: Invitation to Holocaust Memorial Day Service.

023/24 RESOLVED (a) That any Members interested in attending the meeting contact the Clerk. (All in favour)

iv. Cheshire East Council: Invitation to NW Net Zero Hub – An Introduction to Community Energy presentation.

024/24 RESOLVED (a) That any Members interested in attending the meeting contact the Clerk. (All in favour)

v. CPRE The Countryside Charity: Notice of funding shortfall in 2023 of £125,000 and invitation to make donation.

025/24 RESOLVED (a) To note that the Clerk had contacted the charity to request clarification of the reasons for the funding shortfall. (b) To defer the item to the next meeting. (All in favour)

vi. Cheshire East Council: Strategic Planning Update (December, 2023).

026/24 RESOLVED (a) To receive and note the information. (All in favour)

vii. Police & Crime Commissioner: Commissioner's Review 2023 Q4.

027/24 RESOLVED (a) To receive and note the information. (All in favour)

viii. Cheshire Police: Survey on Police budget 2024/25.

028/24 RESOLVED (a) To receive and note the information. (All in favour)

ix. ChALC: National Planning Policy Framework Updates.

029/24 RESOLVED (a) To receive and note the information. (All in favour)

12. Community Matters

(a) **Chelford Ward Policing Team** – It was reported that during December, 2023 there had been a reported theft of a motor vehicle, a tree blocking a road and a vehicle which has slipped on ice. Members noted that a horse box had been parked at Alderley Road for a number of weeks.

030/24 RESOLVED (a) To receive and note the update. (b) That the Clerk submit an enquiry to the Police relating to the horsebox at Alderley Road. (All in favour)

(b) **Community Speed Watch**

i. **Community Speed Watch activities** – It was reported that PCSOs are currently undertaking refresher training to allow the community speed watch scheme to re-commence in the near future.

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- 031/24 RESOLVED** (a) To receive and note the update. (All in favour)
(c) Maintenance issues at Mere Court Park – There was nothing to report.
- 032/24 RESOLVED** (a) To receive and note the update. (All in favour)
(d) **Annual Parish Meeting** – A suggestion was put forward to invite a representative from Cheshire East Highways to the meeting to allow a Parish discussion regarding the zebra crossing and other highway safety matters within the Parish.
- 033/24 RESOLVED** (a) That the Clerk invite a representative from Cheshire East Highways to the meeting.
(b) That, subject to the availability of the speaker, the date of the Annual Parish Meeting be amended accordingly.
(All in favour)
- 13. Co-option of Parish Councillor** – No expressions of interest had been received.
- 034/24 RESOLVED** (a) To defer the co-option of a councillor to a future meeting.
(All in favour)
- 14. Matters for inclusion on next/future meeting agenda**
- 15. Date of next meeting** – Thursday 8th February, 2024 at 7:30p.m. 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.

- 035/24 RESOLVED** (a) That a resolution to exclude the public and press from the following item of business on the grounds that it could involve the likely disclosure of exempt information is not required as there are no items to discuss. (All in favour)
- 16. Matters for consideration including those transferred from above items** – None.

The meeting was declared closed by the Chairman at 9:17p.m.

Signed:.....

Approval date: 8th February, 2024

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APPENDIX A

Financial Statement – 2023/24 as at 11 th January, 2024					
Actual 2022/23 £	Details	2023/24 Budget £	Actual to Dec. 23 £	Agenda Jan. 24 £	Budget Balance £
	Receipts				
44,980.00	Precept	47,498.00	47,498.00		0.00
0.00	Balances	0.00	0.00		0.00
1,145.78	Investment interest	0.00	1,401.60		0.00
0.00	Sale of assets	0.00	0.00		0.00
0.00	Grants, donations & refunds	0.00	0.00		0.00
1,250.00	Newsletter advertising	0.00	80.00		0.00
1,451.63	VAT refund		2,698.09		1,853.45
48,827.41	Total receipts	47,498.00	51,677.69	0.00	1,853.45
	Payments				
11,847.32	Salary (Clerk)	13,655.00	9,608.60	1,804.79	2,241.61
434.38	National Insurance (Employer)	530.00	414.78	147.81	-32.59
2,677.52	Pension contributions (Employer)	2,855.00	2,123.48	398.86	332.66
766.79	Allowances (Clerk)	930.00	626.87	62.44	240.69
75.21	Administration	295.00	2.60		292.40
0.00	Chairman/Member allowances	0.00	0.00		0.00
402.50	Audit fees (internal & external)	540.00	435.00		105.00
591.36	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	70.00		300.00
0.00	Grants	3,000.00	200.00		2,800.00
318.03	Newsletter	1,467.00	1,231.32		235.68
96.39	Street lighting	280.00	59.75	38.39	181.86
24.00	Website	50.00	25.50	23.48	1.02
270.00	Professional services	2,091.00	1,986.00		105.00
0.00	Advertising	100.00	0.00		100.00
562.00	Subscriptions/affiliation fees	665.00	539.25		125.75
220.00	Room hire	350.00	347.50		2.50
100.00	Training	550.00	270.00		280.00
2,854.15	Chelford Activity Park maintenance	6,175.00	3,676.96	223.82	2,274.22
2,033.00	Chelford Village maintenance	4,520.00	2,619.50		1,900.50
19,864.95	Assets – purchase	3,000.00	1,790.07		1,209.93
456.50	Assets – maintenance	3,325.00	815.00		2,510.00
1,677.00	Community Events	500.00	499.88		0.12
0.00	Neighbourhood Plan	250.00	0.00		250.00
47.96	Contingency	1,000.00	64.62		935.38
2,698.09	VAT		1,802.07	51.38	
48,087.15	Total payments	47,498.00	29,208.75	2,750.97	17,391.73

Cash/Bank reconciliation	01/04/23	14/12/23	11/01/24	31/03/24
Balance B/Fwd	101,662.54	101,662.54	124,131.48	121,380.51
Add total receipts	47,498.00	51,677.69	0.00	1,853.45
Less total payments	47,498.00	29,208.75	2,750.97	17,391.73
Balance C/Fwd	101,662.54	124,131.48	121,380.51	105,842.23
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/23	14/12/23	11/01/24	31/03/24
General funds	56,702.28	79,441.22	65,680.25	50,141.97
Earmarked reserves	44,960.26	44,690.26	55,700.26	55,700.26
	101,662.54	124,131.48	121,380.51	105,842.23

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Cash/Bank Reconciliation as at 11th January, 2024

Cash

Balance brought forward 01/04/23	
Current Account	4,687.60
Business Reserve Account	15,908.73
Skipton Building Society	81,066.21
	101,662.54

Plus receipts	51,677.69
Less payments	31,959.72
Balance carried forward 11/01/24:	121,380.51

Bank (NatWest)

Business Reserve Account	16,007.04		05/10/23
Add receipts/transfer since above statement			
	-16,000.00		
		-16,000.00	
Less unrepresented cheques			
	0.00		
		0.00	
			7.04 11/01/24

Current Account	29,806.74		05/12/23
Add receipts/transfer since above statement			
	-14,000.00		
		-14,000.00	
Less unrepresented cheques			
Approved 2023/24	-4,051.80		
For approval	-2,750.97		
		-6,802.77	
			9,003.97 11/01/24

Liquidity Manager Account	0.00		09/12/23
Add receipts/transfer since above statement			
	30,000.00		
		30,000.00	
Less unrepresented cheques			
	0.00		
		0.00	
			30,000.00 11/01/24

<u>Skipton Building Society</u>			
Community Saver Account	82,369.50		29/09/23
Add receipts/transfer since above statement			
	0.00		
		0.00	
Less unrepresented cheques			
	0.00		
		0.00	
			82,369.50 11/01/24

Total bank balances 11/01/24	121,380.51
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APPENDIX B

Payments for approval

Cheque No 001581	E. M. Maddock	£1,524.06	Salary and allowances: Jan. 2024 and backpay (Apr – Dec 2023)
Cheque No 001582	H.M. Revenue & Customs	£391.72	Income Tax & National Insurance contributions
Cheque No 001583	Tivoli Group Ltd.	£268.58	Grounds maintenance: Dec. 2023
Standing Order	Cheshire Pension Fund	£498.12	Pension contributions: Jan. 2024
Direct Debit	npower	£40.31	Electricity charges: Oct – Dec 2023
Direct Debit	IONOS	£28.18	Email account fees: Jan. 2024 and domain renewal (2yrs)

APPENDIX C

Outstanding planning applications & recent planning decisions

- 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
- 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
- 23/1921M Land to the south of Peover Lane, Chelford. SK11 9AJ
Construction of two new dwellings and the gifting of the land outlined in blue to the community to enable the re-establishment of the former cricket facilities.
DECISION STATUS – Undecided
- 23/2213M Fishing Lane, Bollington Lane, Nether Alderley.
Provision of two parking areas and three fishing cabins. Retrospective permission for erection of fencing.
DECISION STATUS – Undecided [To be considered by committee]
- 23/2755M 3 Church Cottages, Holmes Chapel Road, Chelford. SK11 9AQ
Replace existing single glazed windows with double glazed windows.
[23/2756M: Listed Building Consent for above proposal]
DECISION STATUS – Undecided
- 23/4479M 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP
Two storey side and rear extension with adjoining single storey rear extension.
DECISION STATUS – Undecided

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APPENDIX D

Updates relating to reported highway matters

1. Zebra crossing safety review
UPDATE: See highway priorities (item 1)
2. Damaged chevron sign at Chelford Roundabout
UPDATE: Repair scheduled (no date available)
3. Unauthorised advertising sign at Chelford Roundabout
UPDATE: Cheshire East Highways has now actioned this report.
4. Protruding kerbs at traffic lights on Alderley Road
UPDATE: Cheshire East Council has assessed the issue and included it in the repair and improvement programme for this financial year. While every effort is made to keep to the programme, it can sometimes change to stay within the available budget.
5. Street light out at Knutsford Road, to the east of junction with Dixon Drive
UPDATE: Repair scheduled (no date available)
6. Street lights out at Chelford Roundabout, between Alderley Road and Chelford Road exits
UPDATE: Repair scheduled (no date available)
7. Use of mannequins to deter vehicles from speeding
UPDATE: Awaiting information from Police to support progressing proposal.
8. Street light at at pathway between Elmstead Road and Woodfin Croft
UPDATE: Repair scheduled (no date available)

APPENDIX E

Highway Priorities 2023/24

Immediate priorities:

1. Review of zebra crossing at Knutsford Road
UPDATE: Update report to be provided at Parish Council meeting.
2. Review of yellow lines at junction of Oak Road and Knutsford Road
UPDATE: Matter logged with Cheshire East Council for attention.

High priority issues:

3. Review of options to tackle speeding issues within the Parish
UPDATE: Application for two new SIDs along Knutsford Road to be progressed. Community speed watch to resume when permitted. Potential for average speed cameras to be assessed when initial pilot scheme at Plumley has been completed.
4. Footway surface condition along Knutsford Road from junction with Station Road to railway platform access
UPDATE: Issue logged with Cheshire East Council for attention.
5. Siding out of footways along Knutsford Road
UPDATE: Issue logged with Cheshire East Council for attention.
6. Review of gullies and drainage issues
UPDATE: Gully emptying data being analysed and correlated to any current flooding issues.
7. Signage (or other measures) to deter parking on footways (e.g. Elmstead Road, Knutsford Road (near shops))

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UPDATE: Elmstead Road and Knutsford Road (near shops) being reviewed by Cheshire East Council.

Other highway priorities to be pursued:

8. Re-instatement of worn yellow lines on Dixon Drive
UPDATE: Issue logged with Cheshire East Council for attention.
9. Review of street lighting provision within the Parish (particularly along Knutsford Road)
UPDATE: No update.
10. Installation of village gateways
UPDATE: No update.
11. Removal of redundant signage
UPDATE: Please advise the Clerk of any signs which are redundant so that these can be reported for removal.
12. Install more robust bollards at Dixon Drive (no through road point near Galloway Grange)
UPDATE: No update.
13. Enforcement of hedge/shrub/tree cutting adjacent to footways
UPDATE: Individual issues reported to Cheshire East Council as required. Hedge along Knutsford Road to be trimmed in near future.
14. Installation of rumble strips
UPDATE: No update.