

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held

Thursday 13th April, 2023 at 7:50p.m.

at The Hub, Elmstead Road, Chelford.

Present - Councillors B. Brindley (Chairman), D. Wilson, C. Wright.

Members of the public (1).

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

1. Apologies for absence

Councillor S. Chappell – Personal reason.

Councillor J. Fielding – Personal reason.

Councillor C. Howlett – Personal reason.

Councillor C. Montaldo – Personal reason.

097/23 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)

2. Declarations of interest – None.

098/23 RESOLVED (a) To note that no declarations of interest were made. (All in favour)

3. Public forum for questions

(a) **Questions from members of public** – It was reported that a query had been received regarding the height barrier, at the entrance to Chelford Parish Hall, which had recently been left open.

099/23 RESOLVED (a) To receive the representations from the resident and to note that the matter had previously been raised with the contractors working at the site. (All in favour)

(b) **Summary of issues raised on social media accounts** – It was reported that there had been several positive comments regarding the new play area at Chelford Activity Park. Some comments had, however, expressed disappointment that some of the equipment did not appear appropriate for the target age group. A query had also been raised asking whether further benches were to be included around the site.

Residents had noted that one of the zebra crossing beacons was still not illuminated. It was also noted that the chevron at the roundabout had still not be repaired. Comments had been raised regarding Manchester Airport flight paths and the impact on the Parish. Residents had reported that a large tree at the former Primary School site had been felled.

100/23 RESOLVED (a) To receive and note the comments regarding the Chelford Activity Park, highway matters and Manchester Airport. (b) That the Clerk make representations to Cheshire East Council regarding the points raised about the Chelford Activity Park. (c) That the Clerk follow up on the defect reports associated with the zebra crossing and the chevron sign. (d) That the Parish Council monitor matters relating to the airspace review at Manchester Airport. (e) That the Clerk raise a query with Cheshire East Council to establish the reason for the removal of the tree at the former Primary School site. (All in favour)

CHELFORD PARISH COUNCIL

4. 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.

101/23 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 a new PCSO had been allocated to the Chelford Ward.

102/23 RESOLVED (a) **To receive and note the update from the Chelford Ward Policing Team.** (All in favour)

5. Minutes

- (a) The Minutes of the Parish Council Meeting held 9th March, 2023 had been previously circulated to all Members.

103/23 RESOLVED (a) **That the Minutes of the Parish Council Meeting held 9th March, 2023 be confirmed as a correct record.** (All in favour)

6. Finance

- (a) **Bank reconciliation 2022/23 as at 31st March, 2023** – Members considered the bank reconciliation 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.

104/23 RESOLVED (a) **That the bank reconciliation as at 31st 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) **Standing Order** – It was reported that an amendment was required to the standing order to Cheshire Pension Fund.

105/23 RESOLVED (a) **That the standing order to the Cheshire Pension Fund be amended to £290.49.** (All in favour)

- (e) **Workplace pensions re-enrolment declaration** – It was reported that the triennial declaration was due for renewal.

106/23 RESOLVED (a) **That the Clerk be authorised to submit the re-enrolment declaration to The Pensions Regulator.** (All in favour)

7. Planning Matters

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

107/23 RESOLVED (a) **That the recent planning decisions be received and duly noted.** (All in favour)

- (b) **Planning applications for consideration**

- i. **23/0915M** – Astle Edge, Peover Lane, Chelford. SK11 9AL
Demolition of existing conservatory and construction of a new single storey side extension with updates to existing sliding doors at rear of property.

108/23 RESOLVED (a) **That no comments be submitted to Cheshire East Council in respect of planning application 23/0915M.** (All in favour)

CHELFORD PARISH COUNCIL

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

109/23 RESOLVED (a) To note that no new planning applications had been received. (All in favour)

8. Assets

- (a) **Asset damage / defects** – No issues relating to asset condition were reported. It was noted that some of the planters were dirty.

110/23 RESOLVED (a) To note that no issues were raised relating to asset damage.
(b) To review asset routine cleaning/inspection arrangements at the next meeting. (All in favour)

- (b) **Floral displays** – It was reported that the service level agreement relating to floral displays had been received. A 2% increase in costs had been applied to the existing contract. It was noted that the agreement had not included the floral displays at Chelford Station, therefore, an update was required prior to signing.

111/23 RESOLVED (a) To receive and note the update report.
(b) To approve continuing with the floral display contract subject to inclusion of the planters on the southbound platform at Chelford Station.
(c) That, upon receipt of the updated service level agreement, the Clerk be authorised to sign and return. (All in favour)

9. Chelford Activity Park

- (a) **Issues identified during routine inspections** – It was reported that the installation of the play area had had a significant impact on access and use of the site. There were increasing amount of litter at the site and indications of a recent unauthorised event at the site which had also left materials at the site. It was noted that the fallen branch had still not been cleared.

112/23 RESOLVED (a) That the update relating to Chelford Activity Park be received.
(b) That the Clerk raise the issue of litter with the maintenance contractor to ensure regular emptying of the bins.
(c) That the Clerk request an update report from the tree contractor regarding the fallen branch. (All in favour)

- (b) **Refurbishment work at Chelford Activity Park** – This item had been discussed at item 3.

113/23 RESOLVED (a) To receive and note the report at item 3. (All in favour)

(c) RoSPA Inspections

- i. **Post-installation inspection of new play area** – It was reported that the post-installation inspection of the new play area had not identified any issues.

- ii. **Annual RoSPA inspection** – It was reported that the annual RoSPA inspection was due to take place imminently.

114/23 RESOLVED (a) To receive and note the outcome of the post-installation inspection of the new play area.
(b) To note the update relating to the annual RoSPA inspection. (All in favour)

- (d) **Booking request for use of Chelford Activity Park** – It was noted that the expected booking request form for use of Chelford Activity Park had not been received.

CHELFORD PARISH COUNCIL

- 115/23 RESOLVED (a) To note that the booking request form had not been received. (All in favour)

10. Highway Matters

- (a) **Updates on reported highway defects** – It was reported that several potholes on Dixon Drive had been filled. The new traffic light at Alderley Road had been installed and several potholes near the railway bridge had been filled.

- 116/23 RESOLVED (a) To receive and note the updates relating to reported highway defects. (All in favour)

- (b) **Highway defects requiring attention** – It was noted that the pothole on Holmes Chapel Road had still not been filled.

It was reported that complaints had been received regarding traffic flow on Oak Road near to the junction with Knutsford Road. Vehicles had been witnessed being unable to enter Oak Road due to congestion caused by parked vehicles.

- 117/23 RESOLVED (a) That the pothole at Holmes Chapel Road be re-reported for repair.

- (b) That the Clerk request a review of Oak Road in order to establish available options to address the current issues.

(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.

- 118/23 RESOLVED (a) To receive and note the update. (All in favour)

11. Chelford Community Newsletter

- (a) **Newsletter Edition 5** – Members considered the content of Newsletter Edition 5. It was noted that some residents had expressed preference for use of 'multi-use games area' rather than 'MUGA', therefore, it was suggested that this reference be changed in the current newsletter.

- (b) **Newsletter advertising** – It was reported that there were still invoices currently outstanding.

- (c) **'Useful Phone Numbers' document** – Item deferred to the next meeting. It was noted, however, that notices relating to local defibrillators were being produced by another local organisation.

- (d) **Roles and responsibilities of the Parish Council document** – It was reported that potential costs of proceeding with the suggested document were not yet available from the Newsletter Editorial Team.

- 119/23 RESOLVED (a) That approval be given for the printing and distribution of Edition 5 of the Chelford Community Newsletter subject to the identified amendment.

- (b) To receive and note the update relating to advertising invoices.

- (c) That consideration of matters relating to the 'Useful Phone Numbers' and 'Roles and responsibilities of the Parish Council' document be deferred to the next meeting.

(All in favour)

12. Correspondence

- (a) To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and determine such actions as Members consider appropriate thereto -

- i. ChALC – Slides from the CPRE Planning Briefing session (21/03/23).

CHELFORD PARISH COUNCIL

It was reported that the meeting had presented interesting information relating to building in the Green Belt and provision of affordable housing.

120/23 RESOLVED (a) To receive and note the slides. (All in favour)

- ii. Cheshire East Council – Notice of withdrawal of petition against the High Speed Rail (Crewe - Manchester) Bill after accepting a package of commitments from both HS2 Ltd and the Government.

121/23 RESOLVED (a) To receive and note the information. (All in favour)

- iii. Cheshire East Council – Slides from Parish Council Network meeting (28/03/23) regarding HS2.

It was reported that the meeting had discussed the impact of HS2 on surrounding communities. It was noted that A537 has not been currently identified as a primary route for HS2 traffic.

122/23 RESOLVED (a) To receive and note the information. (All in favour)

- iv. Civil Aviation Authority – Notice that Manchester Airspace Modernisation Programme has now moved to Stage 3a (Consultation Preparation).

123/23 RESOLVED (a) To receive and note the information. (All in favour)

- v. Department for Levelling Up, Housing and Communities – Permitted Development Consultation.

124/23 RESOLVED (a) That no response be submitted to the above consultation. (All in favour)

- vi. Department for Levelling Up, Housing and Communities – Infrastructure Levy consultation.

125/23 RESOLVED (a) That no response be submitted to the above consultation. (All in favour)

- vii. Specific correspondence received following issue of agenda – none.

126/23 RESOLVED (a) To note that no urgent correspondence had been received following issue of agenda. (All in favour)

13. 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 received a visit from Esther McVey MP who was supportive of the work being carried out by the team.

127/23 RESOLVED (a) To receive and note the report. (All in favour)

- ii. **Proposal for average speed cameras** – It was reported that the proposal for average speed cameras was being raised with the Police & Crime Commissioner with a view to establishing the feasibility of such a scheme.

128/23 RESOLVED (a) To receive and note the report. (All in favour)

(b) Chelford Primary School litter pick

129/23 RESOLVED (a) That no further action be taken in respect of this matter. (All in favour)

- (c) **Chelford Cricket Ground** – It was reported that several expressions of interest had been received in support of restarting the Chelford Cricket Club. A notice inviting residents to submit expressions of interest had been displayed on the Parish Council notice boards and in the latest edition of the newsletter.

130/23 RESOLVED (a) To receive and note the update.

CHELFORD PARISH COUNCIL

(b) That the Clerk make enquiries to establish possible funding and support options to assist the re-starting of Chelford Cricket Club. (All in favour)

(d) Chelford defibrillators and associated activities – It was reported that one of the local defibrillators had been used recently. A suggestion had been received to hold local defibrillator training, however, the Knutsford Community First Responder Trust who manage some of the Chelford defibrillators had declined to be the provider. The matter had been referred to Connecting Chelford who are working on relevant projects.

131/23 RESOLVED (a) To receive and note the update. (b) That no further action be taken on this matter at this time. (All in favour)

14. Elections 2023 – It was reported that the statement of nominated persons had identified that five candidates had submitted nomination papers to be Parish Councillors for Chelford.

132/23 RESOLVED (a) To receive and note the update. (All in favour)

15. Matters for inclusion on next/future meeting agenda

(a) Several carried forward from previous meetings.

(b) Manchester Airport Parish Council Forum (19th April, 2023)

16. Date of next meeting – Thursday 11th May, 2023 at 7:30p.m. – Annual Parish Meeting immediately followed by Annual Parish Council meeting.

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.

133/23 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)

9:11p.m. - One member of the public excused themselves from the meeting and left.

17. Matters for consideration including those transferred from above items

(a) Chelford Parish Hall

134/23 RESOLVED (a) To receive and note the information received. (b) That the Clerk submit the further queries for legal advice. (All in favour)

The meeting was declared closed by the Chairman at 9:40p.m.

Signed:.....

Approval date: 11th May, 2023

CHELFORD PARISH COUNCIL

APPENDIX A

CASH/BANK RECONCILIATION AS AT - 31st March, 2023

CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	48,827.41
	149,749.69
Less Payments	48,087.15
Balance Carried Forward 31/03/23	101,662.54

BANK (Natwest)

Business Reserve Account -	15,908.73		31/03/23
Add income/transfer received since above statement			
<u>0.00</u>	0.00		
Less unrepresented cheques			
<u>0.00</u>	<u>0.00</u>	15,908.73	31/03/23
Current Account -	5,332.93		31/03/23
Add income received since above Statement			
<u>0.00</u>	0.00		
Less unrepresented cheques/ Transfer			
Approved -645.33			
For approval <u>0.00</u>	<u>-645.33</u>	4,687.60	31/03/23
Skipton Building Society - Saver Account -	81,066.21		31/03/23
(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>	81,066.21	31/03/23
Total Bank Balances 31/03/23		101,662.54	

CHELFORD PARISH COUNCIL

APPENDIX B

Receipts

a. Skipton Building Society	£88.35	Gross interest - September 2022
b. Skipton Building Society	£105.49	Gross interest - October 2022
c. Skipton Building Society	£154.07	Gross interest - November 2022
d. Skipton Building Society	£173.03	Gross interest - December 2022
e. Skipton Building Society	£179.19	Gross interest - January 2023
f. NatWest Bank plc	£11.13	Gross interest - January 2023
g. Skipton Building Society	£182.28	Gross interest - February 2023
h. NatWest Bank plc	£10.97	Gross interest - February 2023
i. Trader W	£20.00	Newsletter advertising fee
j. Trader X	£15.00	Newsletter advertising fee
k. Trader Y	£15.00	Newsletter advertising fee
l. Trader Z	£20.00	Newsletter advertising fee
m. Trader AA	£20.00	Newsletter advertising fee
n. Trader AB	£20.00	Newsletter advertising fee
o. Skipton Building Society	£183.80	Gross interest - March 2023
p. NatWest Bank plc	£13.50	Gross interest - March 2023

APPENDIX C

Payments for approval

a. Cheque No 001515	E. M. Maddock	£1,037.42	Salary & allowances: Apr. 23
b. Cheque No 001516	H.M. Revenue & Customs	£70.86	Income Tax & National Insurance contributions
c. Cheque No 001517	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: Mar. 23
d. Cheque No 001518	Knutsford Community First Responder Trust	£95.00	Defibrillator consumables
e. Cheque No 001519	Cheshire East Council	£307.83	Newsletter printing fees
f. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: Apr. 23
g. Standing Order	Cheshire Pension Fund	£290.49	Pension contributions: Apr. 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

CHELFORD PARISH COUNCIL

- 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
- 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 – Approved (08/11/22)
- 22/3348M - Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of existing building to form new dwelling.
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
- 23/0086M - 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 - Approved with conditions (16/03/23)