

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held

Thursday 9th June, 2022 at 7:45p.m.

at Chelford Parish Hall, Knutsford Road, Chelford.

Present - Councillors D. Wilson, J. Fielding, C. Howlett, C. Montaldo, C. Wright.

Members of the public (0).

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

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

1. Apologies for absence -

Councillor B. Brindley - Personal commitment.

Borough Councillor M. Asquith.

045/22 RESOLVED (a) To receive and approve the apologies for absence received.

Proposed: Councillor D. Wilson Seconded: Councillor C. Montaldo All in favour
Councillor G. Willis was absent from the meeting.

2. Declarations of interest - None.

DECISION (a) To note that no declarations of interest were made.

3. Public forum for questions -

(a) **Questions from members of public** - It was reported that queries had been raised by residents relating to the following points:

- i. Parked cars causing an obstruction to pedestrians using the footway and residents accessing their properties along Dixon Drive and Elmstead Road.
- ii. Deteriorating condition of the path through land to the rear of Dixon Drive / Millbank Close.

DECISION (a) That the Clerk request that the Police monitor parking issues along Dixon Drive and Elmstead Road with a view to taking appropriate action to resolve the current issues.
(b) That the Clerk submit a request to Cheshire East Council for the pathway to the rear of Dixon Drive / Millbank Close to be cleared.

(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) **Chelford Ward Policing Team - Matters of concern / interest within the Parish** - It was reported that the following incidents had taken place during May 2022: report of property broken into and vehicle stolen. There had also been a recent Police Alert regarding an attempted break in at Galloway Grange.

DECISION (a) To receive and note the report.

(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.

5. Minutes

(a) The Minutes of the Parish Council Meeting held 17th May, 2022 had been previously circulated to all Members.

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- 046/22 RESOLVED** (a) That the Minutes of the Parish Council Meeting held 17th May, 2022 be confirmed as a correct record.

Proposed: Councillor C. Howlett Seconded: Councillor C. Wright All in favour

- (b) The Minutes of the Annual Parish Meeting held 17th May, 2022 had been previously circulated to all Members.

- 047/22 RESOLVED** (a) That the Minutes of the Annual Parish Meeting held 17th May, 2022 be confirmed as a correct record.

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

6. Finance

- (a) **Financial Statement 2022/23 as at 9th June, 2022** - Members considered the financial statement 2022/23 which was unanimously accepted. (Appendix A)
- (b) **Receipts** - It was noted that no receipts had been received since the last meeting.
- (c) **Payments** - The Chairman outlined the basis of the payments listed at Appendix B.

- 048/22 RESOLVED** (a) That the Statement of Account as at 9th June, 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 C. Howlett Seconded: Councillor J. Fielding All in favour

- (d) **Zoom subscription** - Members considered the current Zoom subscription arrangements.

- 049/22 RESOLVED** (a) That approval be given for the current Zoom subscription to be cancelled.
- (b) That approval be given for the Zoom subscription be re-started should it be necessary to implement the scheme of delegated authority (previously approved) and make use of remote meetings.

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

- (e) **Review of Parish Council banking arrangements** - Members considered options relating to maximising the income from currently held funds.

- 050/22 RESOLVED** (a) That the Parish Council open a savings account with Skipton Building Society.
- (b) That funds be transferred to the new account such that a working balance in the region of £20,000 be retained in existing accounts.

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

7. Planning Matters

- (a) **Recent planning decisions** - Members noted the recent planning decision that had been issued by Cheshire East Council in respect of development within the Parish. (Appendix C)

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

- i. **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.

- 051/22 RESOLVED** (a) That the following comment be submitted to Cheshire East

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**Council in respect of planning application 22/1424M:
Chelford Parish Council has no objection to the principle of
the proposed development subject to all policies within the
Chelford Neighbourhood Plan be observed.**

**It is, however, requested that a condition be applied to any
approval limiting building work to standard hours and with no
works permitted on Sundays to protect the residential amenity
of neighbouring properties.**

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

- ii. **22/1947M** - 7 Robin Close, Chelford. SK11 9BA
Demolition of existing out-buildings, construction of two storey side
extension.

**052/22 RESOLVED (a) That the following comment be submitted to Cheshire East
Council in respect of planning application 22/1947M:
Chelford Parish Council notes that the proposed development
will extend the building towards the existing footway. It is
requested that an assessment is made to ensure that a
sufficient gap is retained to protect the openness of the
footway.
Furthermore, it is expected that all policies within the Chelford
Neighbourhood Plan are observed.**

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

- iii. **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.

**053/22 RESOLVED (a) That the following comment be submitted to Cheshire East
Council in respect of planning application 22/2152M:
Chelford Parish Council has no objection to the principle of
the proposed development subject to all policies within the
Chelford Neighbourhood Plan be observed. It is considered,
however, that use of over-cladding with timber boarding is
not appropriate as this would be out of character with the
surrounding area, therefore, it is requested that this element
of the application be reviewed and appropriate amendments
made.**

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 last meeting.**

8. Assets

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

DECISION (a) To receive and note the update.

- (b) **Chelford Activity Park routine inspections** - Item deferred.

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DECISION (a) To note the item be deferred to the next meeting.

- (c) **Chelford Activity Park refurbishment** - It was reported that the available s.106 funds may not be sufficient to deliver eco mulch safety surfacing within the new play area. Members were asked to consider whether the Parish Council wished to contribute towards this element of the scheme or whether a cheaper alternative should be used.

054/22 RESOLVED (a) That approval be given, subject to confirmation of actual costs, for the Parish Council to contribute towards the delivery of eco mulch safety surfacing for the new play area.

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

- (d) **Parish Boundary Signs** - It was reported that three contractors had been approached for quotations for the installation of the new signs. Members considered the quotations received.

055/22 RESOLVED (a) That the quotation, in the sum of £425, from Home Assist be accepted.

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

- (e) **Planters and floral display at land adjacent to bus passenger shelter, Knutsford Road** - Item deferred.

DECISION (a) To note that the item be deferred to the next meeting.

- (f) **Bench provision with Parish** - Members considered opportunities for further bench sites within the Parish. Four sites were identified as preferred options. It was suggested that a plaque should be affixed to the benches referencing the Queen's Platinum Jubilee.

DECISION (a) That the Clerk prepare a street furniture licence application in respect of the four preferred site options. (b) That the Clerk present design option information to the next meeting.

9. Highway Matters

- (a) **Updates on highway defect reports** - Members noted the following updates in respect of reported highway defects:
- i. Knutsford Road - flooding outside Chelford Parish Hall.
[Extensive jetting has been undertaken in this area and the flooding appears to have subsided at this time.]
 - ii. Alderley Road - flooding near to Corbishley Bridge.
[Patching at this location programmed for the current financial year]
 - iii. Alderley Road - uprooted signs.
[Chevron sign replanting complete]
 - iv. Knutsford Road - junction sign (near to Oak Road) requires re-planting.
[No update]
 - v. Holmes Chapel Road - blocked gully (near to Cricket Ground).
[Gully scheduled for emptying in June 2022]
 - vi. Knutsford Road - leaning speed limit sign at junction with Pepper Street.
[To be completed as soon as possible]
 - vii. Dixon Drive - uprooted street sign (near Egerton Arms).
[To be completed in line with Cheshire East Council priorities]
 - viii. Pepper Street - blocked gullies.
[Gully scheduled for emptying in June 2022]

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- ix. Knutsford Road - deteriorating condition of footway surface.
[Footway has been assessed and any necessary actions will be taken in accordance with Cheshire East Council priorities]
- x. Knutsford Road - blocked gullies near to junction with Dixon Drive.
[Gully scheduled for emptying in June 2022]
- xi. Dixon Drive - blocked gullies in vicinity of nos. 108 and 110.
[Gully scheduled for emptying in June 2022]
- xii. Knutsford Road - damaged sign between Chelford Parish Hall and roundabout.
[No update]
- xiii. Carter Lane - potholes.
[To be assessed]
- xiv. Alderley Road - sign knocked over opposite Roadside Farm
[To be completed as soon as possible]
- xv. Alderley Road - pothole near to Roadside Farm
[Work complete]
- xvi. Alderley Road - pothole near to corner by layby
[Work complete]
- xvii. Knutsford Road - overgrown hedges between Dixon Drive and Mere Court
[No actionable defects identified at this time]

DECISION (a) That the updates on highway defects be received and duly noted.

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

DECISION (a) To note that no further highway defects had been identified.

- (c) **Quotation for siding out along Knutsford Road** - A quotation for siding out work along Knutsford Road had been received from Cheshire East Council in the sum of £3,097.13.

056/22 RESOLVED (a) That approval be given to proceed with the quoted siding out work along Knutsford Road.

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

10. Correspondence

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

- i. Go Compare - Information to assist residents in protecting their properties against flooding.

DECISION (a) To receive and note the information.

- ii. David Wilson Homes - Update regarding landscaping matters.
It was reported that discrepancies had been identified between the approved landscaping plan and the work which had, so far, been delivered.

DECISION (a) To receive and note the reassurance from David Wilson Homes that further work will be carried out to complete the delivery of the approved scheme.

- iii. Cheshire East Council - Care Services Directory information.

DECISION (a) To receive and note the information.

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- iv. Voneus Broadband - Interest to install a fixed wireless access scheme in Chelford.

DECISION (a) To receive and note the information.

- v. Cheshire East Council - Road closure: Chelford Road, Chelford / Nether Alderley from the junction of Holmes Chapel Road to the junction of Congleton Road to be closed for carriageway improvements on the following dates: 18th - 19th July, 2022; 2nd - 7th - August, 2022 & 17th - 20th August, 2022.

DECISION (a) To receive and note the information.

11. Community Matters

- (a) **Community Speed Watch** - It was reported that new volunteers were due to be trained shortly. The second speed gun had now been received. Speed watch continues to be regularly undertaken and a number of vehicles are identified during each session travelling in excess of the speed limit.

DECISION (a) To receive and note the report.

- (b) **Re-allocation of s.106 funds arising from the Cricketers Green development** - It was reported that an update on progress to re-allocate the funds was still awaited.

DECISION (a) To receive and note the report.

- (c) **Proposed re-use of station building** - It was reported that a survey of the station building had been completed and that further updates were awaited regarding the feasibility of bringing the building back into use.

DECISION (a) To receive and note the report.

(b) To confirm that the Parish Council has not approved to take on the management or responsibility for the building or any use thereof.

- (d) **The Queen's Platinum Jubilee** - It was reported that the Jubilee celebration had been a very successful event. There had been good attendance and the activities provided had been very popular.

DECISION (a) To receive and note the report.

(b) That the Chelford Social Committee be thanked for their work to arrange a Platinum Jubilee celebration for the Parish.

(c) That the Chelford Social Committee be thanked for securing a National Lottery grant to support the event.

(d) That the expressions of thanks to the Chelford Social Committee received from residents be recorded.

(e) That approval be given for the remaining funds to be released to the Chelford Social Committee upon receipt of relevant documentation.

- (e) **School transport** - It was reported that no further updates had been received.

DECISION (a) That the Clerk provide a letter of support to the residents who are endeavouring to secure school transport for their children.

12. Matters for inclusion on next/future meeting agenda

- (a) Several carried forward from previous meetings.

13. Date of next meeting - Thursday 21st July, 2022 at 7:45p.m.

[Note: Date of next meeting changed due to Member availability]

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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.

057/22 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 C. Howlett Seconded Councillor C. Montaldo All in favour

14. Matters for consideration including those transferred from above items

(a) Chelford Parish Hall

058/22 RESOLVED (a) That the Clerk request the identified information from the relevant organisations for consideration at a future meeting.

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

The meeting was declared closed by the Chairman at 10:05p.m.

Signed:.....

Approval date: 21st July, 2022

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APPENDIX A

Financial Statement for 2022/23 as at 9th June, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to May 22 £.	Agenda Jun. 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	0.00		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		1,548.37
46,175.73	Total Receipts	44,980.00	23,941.63	0.00	24,038.37
Payments					
10,571.12	Salary (Clerk)	11,125.00	1,698.20	898.52	8,528.28
278.67	National Insurance (Employer)	310.00	49.62	24.81	235.57
4,691.20	Pension Contributions (Employer)	2,395.00	504.98	203.07	1,686.95
763.41	Allowances (Clerk)	930.00	100.66	74.90	754.44
0.00	Chairman/Member Allowances	0.00	0.00		0.00
130.10	Administration	295.00	0.00		295.00
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	795.00		2,205.00
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	4.00	2.00	44.00
263.00	Professional Services	2,070.00	0.00		2,070.00
0.00	Advertising	100.00	0.00		100.00
497.20	Subscriptions/Affiliation Fees	620.00	477.00		143.00
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	528.21	202.55	5,169.24
1,388.00	Chelford Village - Maintenance	4,500.00	49.00		4,451.00
40.00	Asset Maintenance	3,900.00	89.95		3,810.05
2,944.03	Asset Purchase	3,000.00	157.61	6,467.56	-3,625.17
0.00	Neighbourhood Plan	500.00	0.00		500.00
0.00	Community Day / Platinum Jubilee	2,500.00	0.00		2,500.00
143.88	Contingency	1,000.00	23.98	11.99	964.03
1,451.63	V.A.T.		211.54	1,336.83	
26,894.03	Total Payments	44,980.00	4,902.12	9,222.23	32,404.02

Cash/Bank Reconciliation	01/04/22	17/05/22	09/06/22	31/03/23
Balance B/Fwd.	100,922.28	100,922.28	119,961.79	110,739.56
Add Total Receipts	44,980.00	23,941.63	0.00	24,038.37
Less Total Payments	-44,980.00	-4,902.12	-9,222.23	-32,404.02
Balance C/Fwd.	100,922.28	119,961.79	110,739.56	102,373.91
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/22	17/05/22	09/06/22	31/03/23
General Funds	37,882.74	56,922.25	54,167.58	45,801.93
Earmarked Reserves	63,039.54	63,039.54	56,571.98	56,571.98
	100,922.28	119,961.79	110,739.56	102,373.91

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CASH/BANK RECONCILIATION AS AT - 9th June, 2022

CASH

Balance Brought Forward 01/04/22	
Current Account	55,093.12
Business Reserve Account	45,829.16
Plus Receipts	23,941.63
	124,863.91
Less Payments	14,124.35
Balance Carried Forward 09/06/22	110,739.56

BANK (Natwest)

Business Reserve Account -	45,829.16		05/04/22
Add income/transfer received since above statement			
	0.00	0.00	
Less unrepresented cheques			
	0.00	0.00	
		45,829.16	09/06/22
Current Account -	83,397.90		05/05/22
Add income received since above Statement			
	0.00	0.00	
Less unrepresented cheques/ Transfer			
Approved (2021/22)	-4,796.40		
Approved (2022/23)	-4,468.87		
For approval	-9,222.23		
		-18,487.50	
		64,910.40	09/06/22
Total Bank Balances 09/06/22		110,739.56	

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APPENDIX B

Payments for approval

a. Cheque No 001460	Signs of the Times	£7,761.08	Parish boundary signs
b. Cheque No 001461	E. M. Maddock	£925.16	Salary & allowances: June 22
c. Cheque No 001462	H.M. Revenue & Customs	£38.04	Income tax and National Insurance contributions
d. Cheque No 001463	Greenfingers Landscape Ltd.	£243.06	Grounds maintenance: May 22
e. Direct Debit	1&1 IONOS Ltd.	£2.40	Email accounts fee: June 22
f. Standing Order	Cheshire Pension Fund	£252.49	Pension contributions: June 22

APPENDIX C

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
- 20/5564M - The Gardener's Cottage, Peover Lane, Chelford. SK11 9AN
Certificate of lawful development for two storey extension, single storey side extension, alterations to the roof and new porch, together with 2no. free standing buildings to be used for purposes incidental to the enjoyment of the dwellinghouse.
DECISION STATUS - Part approved / part refused (24/05/22)
- 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

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- 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
- 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