# Minutes of the Parish Council meeting held

Thursday 11<sup>th</sup> April, 2024 at 7:30p.m.

# at The Hub, Elmstead Road, Chelford.

Present Councillors C. Montaldo, D. Wilson, S. Wilson, C. Wright. Cheshire East Ward Member: Cllr. A. Harrison. Members of the public (0). Dr. E. M. Maddock – Clerk & Responsible Financial Officer.

In the absence of the Chairman, Councillor C. Montaldo chaired the meeting.

## 1. Apologies for absence

Councillor B. Brindley – Personal reason. Councillor J. Fielding – Personal reason. Councillor C. Howlett – Personal reason.

### 107/24 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 – None.

108/24 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** No questions had been received from or were presented by members of the public.
- 109/24 RESOLVED (a) To note no questions had been received. (All in favour)
  - (b) **Summary of issues raised on social media accounts** It was reported that queries had been raised about the repainting of the yellow lines along Dixon Drive near to Galloway Grange. Comments had also been made regarding the bollards on Dixon Drive.
    - (a) To receive and note the issues raised.

(b) To note that both issues had been previously raised with Cheshire East Council and will continue to be followed up.

(All in favour)

### 4. Reports from external organisations

(a) Cheshire East Ward Member Clir. A. Harrison – report on matters of interest – Borough Councillor A. Harrison reported that progress to rectify issues at Chelford Activity Park had been hindered by officer holidays. Speed prevention measure for the Parish are progressing and designs for the village gateways are currently awaited. There are challenges within the Highways budget which are impacting on service delivery. Licence fees for speed indicator devices are being introduced by Cheshire East Council. The review of leisure services is still ongoing with discussions taking place with relevant schools about the future of facilities.

# 111/24 RESOLVED

110/24 RESOLVED

(a) To receive and note the report of Borough Councillor A. Harrison. (All in favour)

### 5. Minutes

- (a) The Minutes of the Parish Council Meeting held 14<sup>th</sup> March, 2024 had been previously circulated to all Members.
- 112/24 RESOLVED

(a) That the Minutes of the Parish Council Meeting held 14<sup>th</sup> March, 2024 be confirmed as a correct record. (All in favour)

## 6. Finance

- (a) **Financial Statement 2024/25 as at 11<sup>th</sup> April, 2024** Members considered the financial statement 2024/25 which was unanimously accepted. (Appendix A)
- (b) **Receipts** The Chairman noted the receipts since the last meeting at Appendix B.
- (c) **Payments** The Chairman outlined the basis of payments listed at Appendix C.
- 113/24 RESOLVED (a) That the financial statement as at 11<sup>th</sup> April, 2024 be
  - received and observations duly noted. (Appendix A)
  - (b) To note the receipts at Appendix B.
  - (c) That the schedule of payments at Appendix C be approved and duly authorised. (All in favour)
  - (d) **Newsletter patron/trader fee invoices** It was reported that three invoices remained unpaid and were being followed up.
- 114/24 RESOLVED (a) To receive and note the report. (All in favour)
  - (e) **s.106 funds and grant application** It was noted that no response had yet been received from Cheshire East Council regarding the availability of s.106 funds. Borough Councillor A. Harrison reported that staff changes and the ongoing review of s.106 administration were delaying progress to access funds.
- 115/24 RESOLVED (a) That consideration of the grant application be deferred to a future meeting, however the matter remain under review. (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)

116/24 RESOLVED(a) That the recent planning decisions be received and duly<br/>noted.(All in favour)

- (b) Planning applications for consideration
  - i. None.
- 117/24 RESOLVED(a) To note that no application had been received for<br/>inclusion within the agenda.(All in favour)
  - ii. Any planning applications received since the last meeting: None.
- 118/24 RESOLVED (a) To note that no further applications had been received. (All in favour)

### 8. Chelford Activity Park

- (a) Issues identified during routine inspections Councillor B. Brindley had advised, prior to the meeting, that there were no current issues at the site. It was noted that moles remain present at the site.
- 119/24 RESOLVED (a) To receive and note the report.
  - (b) **Refurbishment work at Chelford Activity Park** There was nothing to report, however, Members were conscious that the tennis season would soon be starting and the net post holes had still not been reinstated.

120/24 RESOLVED

- (a) To receive the update.
- (b) That the Clerk follow up on progress to reinstate the tennis net post holes (All in favour)

### 9. Highway Matters

(a) **Updates on reported highway defects** – Members considered the updates

(All in favour)

relating to highway defects as listed at Appendix E.

#### 121/24 RESOLVED (a) To receive and note the updates.

#### (All in favour)

- (b) **Highway defects requiring attention** It was reported that many signs within the Parish were dirty and require cleaning. The speed limit sign at the junction of Pepper Street and Knutsford Road was still leaning. There are many redundant signs within the Parish which, it was considered, should be removed. In addition, some unofficial speed limits signs had been displayed along Knutsford Road which were considered to undermine the advisory 20mph speed limit at school times.
- 122/24 RESOLVED (a) That the Clerk report the redundant signs to Cheshire East Council for attention.

(b) That Councillor A. Harrison progress arrangements for the cleaning of dirty signs within the Parish.

(c) That Councillor A. Harrison progress arrangements for the removal of unofficial speed limit signs which undermine the advisory 20mph speed limit. (All in favour)

(c) **Highway priorities** – Members considered the updates relating to the highway priorities identified at a previous meeting. (Appendix F) It was also suggested that siding out along Knutsford Road should be considered at a future meeting.

## 123/24 RESOLVED

- (a) To receive and note the updates.
- (b) That Councillor A. Harrison make enquiries regarding
- provision of siding out along Knutsford Road. (All in favour)

### 10. 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: Invitation to submit motion for consideration at the Annual Meeting.
- 124/24 RESOLVED (a) To defer this item to a future meeting. (All in favour)
  - ii. Cheshire East Council: Notice of administrative updates relating to speed indicator devices located on the highway.
- 125/24 RESOLVED (a) To receive and note the information.
  (b) That the Clerk be authorised to submit the requested information to Cheshire East Council.
  (c) That the Clerk make enquiries to allow the new speed indicator devices to be mounted onto the existing posts, thereby avoiding additional licence fees. (All in favour)
  iii. Cheshire East Council: Notification that the Developer Contributions
  - Supplementary Planning Document (DC SPD) and Environmental Protection Supplementary Planning Document (EP SPD) have now been adopted.
- 126/24 RESOLVED (a) To receive and note the information. (All in favour)
   iv. Cheshire East Council: Notice of emergency reduction of household waste recycling centres as an essential savings measure. Four core sites will remain open in Alsager, Crewe, Macclesfield and Knutsford.
   127/24 RESOLVED (a) To receive and note the information. (All in favour)
  - v. Cheshire East Council: Advance notice of Police & Crime Commissioner election on 2<sup>nd</sup> May, 2024.
- 128/24 **RESOLVED** (a) To receive and note the information. (All in favour)

### 11. Parish Council Projects

(a) Updates on projects – It was reported that a date for a site visit to install the benches was awaited. Permission is still being pursued for the installation of the dog poo bag dispensers. Site assessments were awaited for the speed indicator posts, however, given the discussion at item 10(a)(ii) these may now no longer be required in the immediate future.

It was requested that additional projects be added to the schedule namely: provision of picnic tables at Mere Court Park; management of unmown areas at Mere Court Park; supporting the provision of floral displays around the community greenhouse.

#### 129/24 RESOLVED

#### (a) To receive and note the project updates.

(b) To note that picnic benches were included within the original design of the Mere Court Park improvements. Matter to be followed up by the Clerk.

(c) That the Clerk request further information relating to management of the unmown areas of Mere Court Park.
(d) That the Scouts be approached regarding interest in activities at the community greenhouse. (All in favour)

(b) Additional notice board – It suggested that there may be merit in installing an additional notice board in the vicinity of the Galloway Grange development. It was suggested that the wide verges along Dixon Drive (near to the pathway from Clay Heyes) may provide a suitable location.

# 130/24 RESOLVED

#### (a) That the Clerk submit a request to Cheshire East Council to establish whether permission would be granted for the installation of a notice board at Dixon Drive. (All in favour)

### 12. Community Matters

- (a) **Chelford Ward Policing Team** It was reported that the latest police report indicated that a two vehicle collision had taken place near to the station.
- 131/24 RESOLVED (a) To receive and note the update. (All in favour)
  - (b) **Community Speed Watch** It was reported that no response had yet been received from Cheshire Police regarding the re-commencement of speed watch activities.
  - 132/24 RESOLVED
- (a) To receive and note the update.
- (b) That the Clerk continue to contact the Policing Team for updates.

(c) That Borough Councillor A. Harrison contact the Police & Crime Commissioner for an update. (All in favour)

(c) **Newsletter** – Newsletter edition 15 had been previously circulated to all Members.

133/24 RESOLVED

(a) That the content of newsletter edition 15 be approved.

(All in favour)

(d) **Retirement of Dr. Thomas** – It was reported that Dr. Thomas had now retired from Chelford Surgery. A letter had been sent, by the Chairman, to Dr. Thomas to thank her for her contribution to Chelford Surgery and the community of Chelford.

134/24 RESOLVED

(a) To confirm the actions of the Chairman in sending a letter to Dr. Thomas on her retirement. (All in favour)

# (e) Chelford Parish Hall

i. **Custodian Trusteeship** – It was reported that the transfer of the trusteeship had not yet been processed by Land Registry.

Nomination of Managing Trustee – Members considered the merits of ii. nominating a managing trustee. It was considered that, given the implications of such an appointment, this matter should be deferred to a future meeting.

#### 135/24 RESOLVED (a) To receive and note the update regarding progress to transfer the custodian trusteeship of the Parish Hall.

(b) That consideration of the nomination of a managing trustee be deferred to a future meeting.

(All in favour)

**13.** Co-option of Parish Councillor – It was reported that, following the formal advertising of the vacancy, no election is required. Expressions of interest will now be invited from residents.

#### 136/24 RESOLVED (a) To receive and note the update.

(All in favour)

- 14. Matters for inclusion on next/future meeting agenda None.
- 15. Dates of next meetings
  - (a) Annual Parish Meeting: Thursday 16<sup>th</sup> May, 2024 at 7:30p.m. at Chelford Primary School. Speaker: The Rt Hon Esther McVey MP.
  - (b) Annual Parish Council Meeting: Thursday 16<sup>th</sup> May, 2024 immediately following Annual Parish 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

#### 137/24 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 8:40p.m.

Approval date: 16<sup>th</sup> May, 2024 Signed:....

## **APPENDIX A**

Financial Statement – 2024/25 as at 11 <sup>th</sup> April 2024					
Actual 2023/24	Details	2024/25 Budget	Actual to Apr. 24	Agenda Apr. 24	Budget Balance
£	• •	£	£	£	£
	eceipts				
47,498.00	Precept	50,949.00	0.00		50,949.00
0.00	Balances	3,000.00	0.00		0.00
2,971.19	Investment interest	0.00	0.00		0.00
0.00	Sale of assets	0.00	0.00		0.00
0.00	Grants, donations & refunds	0.00	0.00		0.00
1,651.75	Newsletter advertising	1,675.00	0.00		0.00
2,698.09	VAT refund		0.00		48.08
54,819.03 To	otal receipts	55,624.00	0.00	0.00	50,997.08
D	ayments				
13,797.21	Salary (Clerk)	15,994.00	0.00	1,226.94	14,767.06
689.07	National Insurance (Employer)	530.00	0.00	68.07	461.93
3,049.16	Pension contributions (Employer)	3,254.00	0.00	271.15	2,982.85
815.26	Allowances (Clerk)	930.00	0.00	50.33	879.67
139.19	Administration	300.00	0.00	50.55	300.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
435.00	Audit fees (internal & external)	565.00	0.00		565.00
629.44	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	0.00		370.00
200.00	Grants	3,000.00	0.00		3,000.00
1,539.15	Newsletter	1,467.00	0.00	198.08	1,268.92
98.14	Street lighting	330.00	0.00	40.45	289.55
64.98	Website	126.00	0.00	6.50	119.50
1,986.00	Professional services	2,143.00	0.00	0.50	2,143.00
0.00	Advertising	100.00	0.00		100.00
574.25	Subscriptions/affiliation fees	695.00	0.00		695.00
347.50	Room hire	420.00	0.00		420.00
270.00	Training	550.00	0.00		550.00
4,348.42	Chelford Activity Park maintenance	7,175.00	0.00	223.82	6,951.18
2,619.50	Chelford Village maintenance	6,100.00	0.00	223.02	6,100.00
2,019.50	Assets – purchase	5,000.00	0.00		5,000.00
815.00	Assets – puichase Assets – maintenance	3,825.00	0.00		3,825.00
499.88	Community Events	3,825.00	0.00		3,825.00
	Neighbourhood Plan	250.00	0.00		250.00
0.00					
64.62	Contingency	1,000.00	0.00	40.00	1,000.00
2,009.79	VAT	FF 004 00	0.00	48.08	F0 F00 00
37,076.6210	otal payments	55,624.00	0.00	2,133.42	53,538.66

Cash/Bank reconciliation	01/04/24	01/04/24	11/04/24	31/03/25
Cash/Dank reconcination	01/04/24			
Balance B/Fwd	119,404.95	119,404.95	119,404.95	117,271.53
Add total receipts	55,624.00	0.00	0.00	50,997.08
Less total payments	55,624.00	0.00	2,133.42	53,538.66
Balance C/Fwd	119,404.95	119,404.95	117,271.53	114,729.95
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/24	01/04/24	11/04/24	31/03/25
General funds	46,822.19	46,822.19	44,688.77	42,147.19
Earmarked reserves	72,582.76	72,582.76	72,582.76	72,582.76
	119,404.95	119,404.95	117,271.53	114,729.95

#### Cash/Bank Reconciliation as at 11th April, 2024

<u>Cash</u>				
Balance brought forward 01/04/24				
Current Account		5,333.82		
Business Reserve Account		2,177.90		
Liquidity Manager Account		30,293.00		
Skipton Building Society		81,600.23		
Chipton Building Coolery		119,404.95		
		119,404.95		
		0.00		
Plus receipts		0.00		
Less payments	_	2,133.42		
Balance carried forward 11/04/25:		117,271.53		
Bank (NatWest)				
Business Reserve Account		2,177.90		01/04/24
Add receipts/transfer since above statement		_,		
	0.00			
	0.00	0.00		
		0.00		
Less unpresented cheques				
	0.00			
		0.00		
	_		2,177.90	11/04/24
Current Account		7,181.37		01/04/24
Add receipts/transfer since above statement		.,		01/01/21
	0.00			
	0.00	0.00		
		0.00		
Less unpresented cheques				
Approved 2023/24 -1,84				
For approval	33.42			
		-3,980.97		
			3,200.40	11/04/24
Liquidity Manager Account		30,293.00		01/04/24
Add receipts/transfer since above statement		00,200,000		01/04/24
	0.00			
	0.00	0.00		
		0.00		
Less unpresented cheques				
	0.00			
		0.00		
			30,293.00	11/04/24
Skipton Building Society				
Community Saver Account		81,600.23		01/04/24
Add receipts/transfer since above statement		01,000.10		01/01/21
·	0 00			
	0.00	0.00		
		0.00		
Less unpresented cheques				
	0.00			
	_	0.00		
	_		81,600.23	11/04/24
T-1-11				
Total bank balances 11/04/24			117,271.53	
Total bank balances 11/04/24		_	117,271.53	

APPENDIX B

### Receipts (2023/24)

Skipton Building Society	£251.15	Gross interest – October, 2023
Skipton Building Society	£243.82	Gross interest – November, 2023
Skipton Building Society	£252.68	Gross interest – December, 2023
NatWest Bank plc	£0.13	Gross interest – January, 2024 (BR)
Skipton Building Society	£253.45	Gross interest – January, 2024
NatWest Bank plc	£0.17	Gross interest – February, 2024 (BR)
Skipton Building Society	£229.63	Gross interest – February, 2024
Trader BZ	£25.00	Trades Directory Fee 2023/24
Trader BAA	£18.75	Trades Directory Fee 2023/24
Patron BH	£100.00	Newsletter Patron Fee 2023/24
Patron BI	£100.00	Newsletter Patron Fee 2023/24
NatWest Bank plc	£0.97	Gross interest – March, 2024 (BR)
NatWest Bank plc	£74.18	Gross interest – March, 2024 (LM)

# APPENDIX C

# Payments for approval

Cheque No 001592	E. M. Maddock	£1,158.93	Salary and allowances: April 2024
Cheque No 001593	H.M. Revenue & Customs	£118.93	Income Tax & National Insurance contributions
Cheque No 001594	Tivoli Group Limited	£268.58	Grounds maintenance: March 2024
Cheque No 001595	Cheshire East Council	£198.08	Newsletter printing: March 2024
Standing Order	Cheshire Pension Fund	£338.63	Pension contributions: April 2024
Direct Debit	1&1 IONOS	£3.60	Web hosting: March-April 2024
Direct Debit	1&1 IONOS	£4.20	Email account fee: April 2024
Direct Debit	npower	£42.47	Electricity: Jan-Mar. 2024

#### APPENDIX D

	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]
23/4479M	1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP Two storey side and rear extension with adjoining single storey rear extension. DECISION STATUS – Refused (27/03/24)
24/0447M	19 Woodland Close, Chelford. SK11 9BZ Proposed garage conversion, partial loft conversion including front dormer, single storey rear extension and associated internal alterations. DECISION STATUS – Approved with conditions (20/03/24)
24/0737M	Willow Glade, Peover Lane, Chelford. SK11 9AJ Conversion of pool house to form new dwelling. DECISION STATUS – Undecided
24/0871D	Former Tithe Barn, The Manor House, Holmes Chapel Road, Chelford. Discharge of conditions 3, 4, 8 on approval 21/0618M Appeal A & B: Listed Building Consent for conversion and extension of former tithe barn to form swimming pool and associated works to Wisteria Cottage.

**DECISION STATUS – Undecided** 

#### **APPENDIX E**

#### Updates relating to reported highway matters

- 1. Damaged chevron sign at Chelford Roundabout UPDATE: Planned work was abandoned due to safety concerns. The repair will be reprogrammed for night work.
- Street light out at Knutsford Road, to the east of junction with Dixon Drive UPDATE: A new lantern has been ordered, however, delivery has been delayed from the manufacturer. The new lantern will be fitted upon receipt.
- Street lights out at Chelford Roundabout, between Alderley Road and Chelford Road exits UPDATE: Repairs have been delayed due to safety concerns and the loss of electricity supply to the columns.
- Street light at at pathway between Elmstead Road and Woodfin Croft UPDATE: A new lantern is required, however, installation delays have been encountered due to access to the lantern.
- 5. Overgrown hedge at Knutsford Road (1) UPDATE: Awaiting assessment.
- 6. Overgrown hedge at Knutsford Road (2) UPDATE: Trimming work planned.

APPENDIX F

#### Highway Priorities 2023/24

Immediate priorities:

- 1. Review of zebra crossing at Knutsford Road
  - UPDATE: Response from Cheshire East Council:
    - The proposal for additional lighting to highlight the crossing will be passed to the Street Lighting Team for consideration.
    - The surrounding distraction is unfortunately the same for all pedestrian crossings and is reliant on driver/pedestrian action to maintain awareness of the crossing.
    - We agree that the use of full traffic signals would be more prominent however we cannot justify the large cost for implementing the proposal by Road Safety.
    - During our monthly Police liaison meeting the Police agreed that parking should not be occurring at the zig-zag markings on the approach to the zebra crossing, however, they did not offer any additional proposal. This month we will discuss the customer parking with the shop owners and will conclude as to what action can be taken.
    - Our site visit did not show failing to give way to pedestrians.
    - Road Safety funds require justification using the latest injury collision record. The current good safety record at this crossing does not validate such funding and unfortunately the proposed high cost cannot be met in the 2024/25 financial year. Also we are not aware of any relevant government funds that could assist such an upgrade.
- Review of yellow lines at junction of Oak Road and Knutsford Road UPDATE: Response from Cheshire East Council: Cheshire Constabulary data shows that over the last five years there has been one reported injury collision at this location. The data does not include damage-only collisions or near misses. The request has been added to the list of locations for consideration during prioritisation assessments which inform future work programmes.

High priority issues:

- 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 – reminder sent to Police for update. 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.
- Siding out of footways along Knutsford Road UPDATE: Issue logged with Cheshire East Council for attention.
   Bavious of gullion and drainage issues
- 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))

UPDATE: Knutsford Road: Response awaited from Cheshire East Council.

Elmstead Road: The request has been added to the list of locations for consideration during prioritisation assessments which inform future work programmes. Where parked vehicles are causing an obstruction or preventing egress from properties they can be reported to the police. Where parking restrictions exist, enforcement is undertaken by the Cheshire East Council parking services team.

Other highway priorities to be pursued:

- 8. Re-instatement of worn yellow lines on Dixon Drive UPDATE: Item being pursued by Borough Councillor Harrison.
- 9. Review of street lighting provision within the Parish (particularly along Knutsford Road) UPDATE: No update.
- 10. Installation of village gateways UPDATE: Item being pursued by Borough Councillor Harrison.
- 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.
- 14. Installation of rumble strips UPDATE: No update.