

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held

Thursday 13th June, 2024 at 7:30p.m.

at The Hub, Elmstead Road, Chelford.

Present Councillors D. Wilson, J. Fielding, C. Howlett, T. McCrum, S. Wilson.

Members of the public (1).

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 reason.

Councillor C. Montaldo – Personal reason.

Councillor C. Wright – Personal reason.

173/24 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)

2. Declarations of interest – None.

174/24 RESOLVED (a) To note that no declarations of interest were made. (All in favour)

3. Public forum for questions – A resident attended the meeting to raise concerns regarding the frequency and quality of verge maintenance in the parish. The resident asked the Parish Council to consider funding additional verge cutting to improve the appearance of the parish. The resident also asked the Parish Council to consider funding a waste container for the collection of grass cuttings arising from verge cutting.

175/24 RESOLVED (a) To receive the comments and queries from the resident. (b) That the Clerk make enquiries regarding the current verge maintenance contract delivered by Cheshire East Council. (c) That the Clerk make enquiries regarding the potential cost of providing a waste container for grass cuttings arising from verge mowing. (d) That the Clerk report the overgrown footway along Alderley Road to Cheshire East Council for attention. (e) That the Clerk submit a request to the landowner for the trees near to Knutsford Road/Highland Drive to be trimmed away from the footway. (All in favour)

7:55p.m. - One member of the public excused themselves from the meeting and left.

4. Cheshire East Ward Member Cllr. A. Harrison – report on matters of interest – Borough Councillor A. Harrison was not present at the meeting to report.

176/24 RESOLVED (a) To note that Borough Councillor A. Harrison was not present at the meeting. (All in favour)

5. Minutes

(a) The Minutes of the Annual Parish Council Meeting held 16th May, 2024 had been previously circulated to all Members.

177/24 RESOLVED (a) That the Minutes of the Annual Parish Council Meeting held 16th May, 2024 be confirmed as a correct record. (All in favour)

(b) The Minutes of the Annual Parish Meeting held 16th May, 2024 had been previously circulated to all Members.

178/24 RESOLVED (a) That the Minutes of the Annual Parish Meeting held 16th May, 2024 be confirmed as a correct record. (All in favour)

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6. Finance

- (a) **Financial Statement 2024/25 as at 13th June, 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.

- 179/24 RESOLVED**
- (a) **That the financial statement as at 13th June, 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) **Release of s.106 funds for use within Parish** – It was reported that the s.106 Monitoring Officer was currently reviewing whether s.106 funds could be used to purchase bowling mats for the Indoor Bowling Club.

- 180/24 RESOLVED** (a) **To receive and note the update. (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)

- 181/24 RESOLVED** (a) **That the recent planning decisions be received and duly noted. (All in favour)**

(b) Planning applications for consideration

- i. **24/2034M:** 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP.
Proposed two-storey side and single storey rear extension. Alterations to existing access to widen driveway.

- 182/24 RESOLVED** (a) **That the following comments be submitted to Cheshire East Council in respect of application 24/2034M: Chelford Parish Council has no objections to the principle of the proposed development subject to the proposed extension meeting policy requirements in respect of the proposed significant increase in size of the property.**
- The Parish Council requests that all relevant policies of the Chelford Neighbourhood Plan are also taken into consideration during the determination of the application, including those relating to materials. (All in favour)**

ii. Any planning applications received since the last meeting:

- **24/2010M:** Willow Glade, Peover Lane, Chelford. SK11 9AJ
New single dwelling to replace existing building.

- 183/24 RESOLVED** (a) **That the following comments be submitted to Cheshire East Council in respect of application 24/2010M:**
1. **Chelford Parish Council consider that insufficient detail is provided within the application to fully assess the dimensions of the proposed dwelling and the depth of the basement in relationship to existing ground levels.**
 2. **Chelford Parish Council request clarification regarding the relationship of the proposed dwelling to the existing principal dwelling on the site, particularly given the extremely close proximity of the proposed driveway to the front elevation of the existing dwelling. The location of the driveway, along with**

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a shared access to the highway, is considered detrimental to the residential amenity of the existing property.

3. Chelford Parish Council request clarification regarding the intention in respect of the existing dwelling. The application states, "The development's primary goal is to repurpose the site of the former leisure suite, enabling the current owners to downsize from Willow Glade." Is it intended that the site will be permanently divided into two independent plots or that the two buildings will remain linked?

4. It is considered that the proposed dwelling is not sympathetic in design and setting to nearby properties on Peover Lane. Peover Lane typically features large detached dwellings set in large gardens, whereas the proposed dwelling is of a significantly different housing design and is set within a small, constrained plot.

5. The Parish Council requests that all relevant policies of the Chelford Neighbourhood Plan are also taken into consideration during the determination of the application, including those relating to materials. (All in favour)

- (c) **Updates relating to the application to discharge secondary treated sewage effluent to surface water at Wild Shore Chelford, Alderley Road, Chelford, Cheshire, SK11 9AP** – It was reported that the application had not yet been determined.

184/24 RESOLVED (a) To receive and note the update. (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 issues to report.

185/24 RESOLVED (a) To receive and note the report. (All in favour)

- (b) **Annual RoSPA inspection report** – Members considered the outcomes of the recent annual RoSPA report.

186/24 RESOLVED

- (a) To receive and note the annual RoSPA report.
(b) That the Clerk arrange for the basketball nets to be removed from the multi-use games area.
(c) That the Clerk review the condition of signage and the table tennis table surface.
(d) To note that issues relating to litter bins and debris on the multi-use games area surface should be resolved following the change of maintenance contractor.
(e) To note that replacement litter bins will be installed during forthcoming site improvement works.
(f) That the Clerk arrange for a detailed inspection of the cableway.
(g) That the Clerk make enquiries regarding options to repair or replace the cableway seat which has been damaged by dogs. (All in favour)

- (c) **Chelford Activity Park refurbishment works** – It was reported that an update had been received from Cheshire East Council advising that they planned to carry out remedial work to phase 1 work at the same time as starting phase 2 of the project. Members raised concerns regarding the proposal and considered options

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relating to the remedial work.

- 187/24 RESOLVED** (a) To receive and note the update.
(b) That the Clerk liaise with Cheshire East Council regarding the remedial work, with a view to securing an outcome which is aligned to the original scheme. (All in favour)
- (d) **Chelford Activity Park booking** – It was reported that Chelford Activity Park was booked for use for a community event on 9th June, 2024.
- 188/24 RESOLVED** (a) To record that the Chelford Activity Park was booked for a community event on 9th June, 2024. (All in favour)

9. Highway Matters

- (a) **Speed Indicator Device** – It was reported that one of the Parish Council speed indicator devices had been damaged during a recent traffic incident.
- 189/24 RESOLVED** (a) To receive and note the report.
(b) To approve the referral of the damage to the Parish Council insurers. (All in favour)
- (b) **Replacement Speed Indicator Devices** – It was reported that quotations had been obtained for the replacement of the speed indicator devices.
- 190/24 RESOLVED** (a) That consideration of this matter be deferred to a future meeting when information from the insurers regarding the damaged speed indicator device is available. (All in favour)
- (c) **Updates relating to reported highway defects** – It was reported that updates had been requested from Cheshire East Council relating to previously reported highway defects. Updates had not been received relating to the chevron at the roundabout and several street lighting issues. A street light at the pathway between Elmstead Road and Woodfin Croft has been repaired. An overgrown hedge at Knutsford Road had been trimmed. An update advising that signage works were primarily being limited to category 1 issues had been received. The update also advised that the leaning speed limit sign at the junction of Pepper Street and Knutsford Road was not considered to pose an immediate risk to the public and would be listed for repair at a future date.
- 191/24 RESOLVED** (a) To receive and note the updates. (All in favour)
- (d) **Highway defects requiring attention** – It was noted that several street name signs are in poor condition within the parish. A number of informal signs have been displayed near to the roundabout. The chevron had still not been repaired. It was reported that the footway at Dixon Drive (from near The Egerton Arms into the residential area) was poorly lit and was deterring some residents from walking during darker periods of the day. It was suggested that a request be submitted to Cheshire East Council for additional, lower level lighting in this area.
- 192/24 RESOLVED** (a) That the Clerk report the above issues to Cheshire East Council for attention. (All in favour)
- (e) **Updates relating to highway priorities** – It was reported that Cheshire East Highways planned to liaise with local businesses regarding delivery times to reduce the impact of the larger vehicles on the visibility of the zebra crossing. The review of the yellow lines at the junction of Oak Road and Knutsford Road has been listed for consideration during prioritisation assessments which inform future work programmes. The condition of the footway along Knutsford Road from the junction with station Road to the railway platform assess has been raised with the Cheshire East Council Walking Champion. Pavement obstruction, caused by

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parked vehicles, along Elmstead Road has been listed for consideration during prioritisation assessments which inform future work programmes. In the meantime, vehicles obstructing access to properties can be reported to the Police. It was reported that the Police had recently carried out speed monitoring within the Parish and had identified thirty vehicles travelling in excess of the speed limit.

- 193/24 RESOLVED** (a) **To receive and note the updates.**
(b) **That Borough Councillor A. Harrison be asked for updates relating to the proposed village gateways.**
(c) **That Councillor S. Wilson request further information from the local PCSO regarding speeding data. (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. Cheshire East Council: Local Plan consultation.

- 194/24 RESOLVED** (a) **That no response be submitted to the consultation. (All in favour)**

ii. ChALC: Invitation to submit motion for discussion at the Annual Meeting.

- 195/24 RESOLVED** (a) **That a motion relating to the effectiveness and quality of Cheshire East Council in monitoring the output from contracts and contractors be submitted for consideration. (All in favour)**

iii. Researcher for Lord Foster: Invitation to support "The Safety of Electric-Powered Micro-mobility Vehicles and Lithium Batteries Bill".

- 196/24 RESOLVED** (a) **To receive and note the information.**
(b) **That details of this proposal be included within the next newsletter for resident information. (All in favour)**

- 11. Parish Council Projects** – It was reported that updates relating to issues at Mere Court Park were still awaited. Efforts are still being made to progress the installation of the new benches. Work to repair the bike track at Chelford Activity Park is ongoing. Refurbishment works to the bus passenger shelter at Knutsford Road (nr Shell Garage) and the notice board at Station Road will take place following completion of the bike track work. Responses are still awaited from Cheshire East Highways in respect of the installation of dog poo bag dispensers and a new notice board at Dixon Drive.

- 197/24 RESOLVED** (a) **To receive and note the updates. (All in favour)**

12. Community Matters

- (a) **Chelford Ward Policing Team** – It was reported that the latest police report indicated that there had been a two vehicle road traffic collision within the Parish. Surgeries continue to be advertised on the Policing Team Facebook page.

- 198/24 RESOLVED** (a) **To receive and note the update. (All in favour)**

- (b) **Community Speed Watch** – It was reported that volunteer training was being arranged for the near future.

- 199/24 RESOLVED** (a) **To receive and note the update. (All in favour)**

- (c) **Newsletter** – Newsletter edition 17 had been previously circulated to all Members.

- 200/24 RESOLVED** (a) **That the content of newsletter edition 17 be approved. (All in favour)**

- (d) **Parish Broadband** – It was reported that a representative from ViSPA had provided an update advising that insufficient interest had been expressed by

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residents to allow the proposed scheme to progress. Significant funding would be required to deliver the scheme as many of the underground ducts would need to be replaced and additional new poles would be required. Alternative schemes, such as wireless broadband, could be explored which would reduce the cost of the scheme as new poles and ducts would not be required.

201/24 RESOLVED (a) To receive and note the update. (All in favour)

- (e) **Chelford Social Committee Garden Party 2024** – It was reported that the recent Garden Party had been well attended. Lots of activities had taken place with some commemorating the 80th Anniversary of D-Day. All volunteers who helped to deliver the event were thanked for their hard work.

202/24 RESOLVED (a) To receive and note the report. (b) That an expression of thanks be recorded to the Chelford Social Committee and all the volunteers who helped to deliver the event. (All in favour)

13. Co-option of Parish Councillor

- (a) **Vacancy for Councillor** – It was reported that the formal advertising of the vacancy by Cheshire East Council had not resulted in the need for an election to be held.
- (b) **Expressions of Interest** – It was reported that no expression of interest forms had been received from residents.
- (c) **Co-option of Councillors** – Item deferred.

203/24 RESOLVED (a) To receive and note the updates. (All in favour)

14. Matters for inclusion on next/future meeting agenda

- (a) Consideration of grant application received from Chelford Parish Hall on behalf of Chelford Indoor Bowls Club.
- (b) Review of Parish Council policies.
- (c) Review of subscriptions to other bodies, insurance and earmarked reserves.

15. Date of next meeting – Thursday 11th July, 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.

204/24 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 9:20p.m.

Signed:.....

Approval date: 8th August, 2024

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APPENDIX A

Financial Statement – 2024/25 as at 13 th June 2024					
Actual 2023/24 £	Details	2024/25 Budget £	Actual to May 24 £	Agenda Jun. 24 £	Budget Balance £
	Receipts				
47,498.00	Precept	50,949.00	25,474.50		25,474.50
0.00	Balances	3,000.00	0.00		0.00
2,971.19	Investment interest	0.00	339.41	82.57	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	112.50	0.00
0.00	Unpresented cheque (2023/24)	0.00	1,250.00		0.00
2,698.09	VAT refund		2,009.79		283.18
54,819.03	Total receipts	55,624.00	29,073.70	195.07	25,757.68
	Payments				
13,797.21	Salary (Clerk)	15,994.00	2,453.88	1,226.94	12,313.18
689.07	National Insurance (Employer)	530.00	136.14	68.07	325.79
3,049.16	Pension contributions (Employer)	3,254.00	542.30	271.15	2,440.55
815.26	Allowances (Clerk)	930.00	113.80	63.47	752.73
139.19	Administration	300.00	0.00		300.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
435.00	Audit fees (internal & external)	565.00	264.00		301.00
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	442.98		1,024.02
98.14	Street lighting	330.00	40.45		289.55
64.98	Website	126.00	13.00	8.50	104.50
1,986.00	Professional services	2,143.00	0.00		2,143.00
0.00	Advertising	100.00	0.00		100.00
574.25	Subscriptions/affiliation fees	695.00	551.72		143.28
347.50	Room hire	420.00	0.00	330.00	90.00
270.00	Training	550.00	0.00		550.00
4,348.42	Chelford Activity Park maintenance	7,175.00	1,945.32	425.00	4,804.68
2,619.50	Chelford Village maintenance	6,100.00	0.00	30.00	6,070.00
2,015.06	Assets – purchase	5,000.00	0.00		5,000.00
815.00	Assets – maintenance	3,825.00	0.00		3,825.00
499.88	Community Events	500.00	0.00		500.00
0.00	Neighbourhood Plan	250.00	0.00		250.00
64.62	Contingency	1,000.00	0.00		1,000.00
2,009.79	VAT		196.48	86.70	
37,076.62	Total payments	55,624.00	6,700.07	2,509.83	46,697.28

Cash/Bank reconciliation	01/04/24	16/05/24	13/06/24	31/03/25
Balance B/Fwd	119,404.95	119,404.95	141,778.58	139,463.82
Add total receipts	55,624.00	29,073.70	195.07	25,757.68
Less total payments	55,624.00	6,700.07	2,509.83	46,697.28
Balance C/Fwd	119,404.95	141,778.58	139,463.82	118,524.22
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/24	16/05/24	13/06/24	31/03/25
General funds	46,822.19	69,195.82	66,881.06	45,941.46
Earmarked reserves	72,582.76	72,582.76	72,582.76	72,582.76
	119,404.95	141,778.58	139,463.82	118,524.22

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Cash/Bank Reconciliation as at 13th June, 2024

Cash

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	
	119,404.95	
Plus receipts	29,268.77	
Less payments	9,209.90	
Balance carried forward 13/06/24:	139,463.82	

Bank (NatWest)

Business Reserve Account	2,429.67		05/04/24
Add receipts/transfer since above statement			
	9,970.71		
	9,970.71		
Less unrepresented cheques			
	0.00		
	0.00	12,400.38	13/06/24
Current Account	28,694.24		05/06/24
Add receipts/transfer since above statement			
	-9,970.71		
	-9,970.71		
Less unrepresented cheques			
Approved	-1,219.70		
For approval	-2,509.83		
Less payments already issued	6.00		
	-3,723.53	15,000.00	13/06/24
Liquidity Manager Account	30,463.21		31/05/24
Add receipts/transfer since above statement			
	0.00		
	0.00		
Less unrepresented cheques			
	0.00		
	0.00	30,463.21	13/06/24
Skipton Building Society			
Community Saver Account	81,600.23		01/04/24
Add receipts/transfer since above statement			
	0.00		
	0.00		
Less unrepresented cheques			
	0.00		
	0.00	81,600.23	13/06/24
Total bank balances 13/06/24		139,463.82	

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APPENDIX B

Receipts

Patron BAB	£100.00	Newsletter Patron fee 2023/24
Trader BAC	£12.50	Trades Directory fee 2023/24
NatWest Bank plc	£82.57	Gross interest – May, 2024 (LM)

APPENDIX C

Payments for approval

Cheque No 001605	E. M. Maddock	£1,172.07	Salary and allowances: June 24
Cheque No 001606	H.M. Revenue & Customs	£118.93	Income Tax & National Insurance contributions
Cheque No 001607	Northwich Town Council	£510.00	Grounds maintenance: May 2024
Cheque No 001608	Chelford Social Committee	£330.00	Room hire 2024/25
Cheque No 001609	Knutsford Community First Responder Trust	£30.00	Defibrillator consumables
Standing Order	Cheshire Pension Fund	£338.63	Pension contributions: June 2024
Direct Debit	1&1 IONOS	£6.00	Web hosting: May-June 2024
Direct Debit	1&1 IONOS	£4.20	Email account fee: June 2024

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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 – Approved (22/05/24)
- 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 – “Finally disposed of” (16/05/24)
- 22/5050M Fir Tree Cottage, Carter Lane, Chelford. SK11 9BD
Demolition of existing house and garage and construction of new replacement dwelling.
DECISION STATUS – “Finally disposed of” (23/05/24)
- 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]
- 24/0737M Willow Glade, Peover Lane, Chelford. SK11 9AJ
Conversion of pool house to form new dwelling.
DECISION STATUS – Undecided [Additional documents submitted 28/05/24]
- 24/1352M Fallows Hall, Chelford Road, Nether Alderley. SK10 4SZ
Proposed two storey garage.
DECISION STATUS – Withdrawn (22/05/24)
- 24/1569M Scouts Hall, Knutsford Road, Chelford. SK11 9AS
Small extension to provide new fully accessible sanitary accommodation.
DECISION STATUS – Undecided