

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held Thursday 14th November, 2024 at 7:30p.m. at The Hub, Elmstead Road, Chelford.

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

1. Apologies for absence

Councillor T. McCrum – Personal reason.

281/24 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)

2. Declarations of interest

Item 17 – Clerk & Responsible Financial Officer.

282/24 RESOLVED (a) To receive and note the declaration of interest. (All in favour)

3. Public forum for questions

(a) **Questions from residents:** No questions had been received from or were presented by members of the public.

283/24 RESOLVED (a) To note that no questions had been received. (All in favour)

(b) **Issues raised via social media:** It was reported that no issues had been raised via social media.

284/24 RESOLVED (a) To receive and note the update. (All in favour)

4. Reports from external meetings

(a) **Cheshire East Council Town and Parish Council Online Network Meeting (17/09/24):** It was reported that the meeting had outlined the current financial challenges that Cheshire East Council was experiencing and options which were being considered to save money. No detail of money saving projects was available at the meeting.

(b) **ChALC Annual Meeting (17/10/24):** It was reported that all motions debated at the meeting were approved. The meeting also approved an increase in affiliation fees for 2025/26.

(c) **Manchester Airport Town and Parish Council Forum (30/10/24):** It was reported that the meeting had provided an overview of recent activities at the airport. It was also reported that delays to progress with the airspace review at Manchester Airport had arisen following the grouping of airports into clusters which must all complete a particular stage before being able to move on.

285/24 RESOLVED (a) To receive and note the reports. (All in favour)

5. Cheshire East Ward Member Cllr. A. Harrison – report on matters of interest:

Borough Councillor A. Harrison was not present at the meeting.

286/24 RESOLVED (a) To note that Borough Councillor A. Harrison was not present at the meeting. (All in favour)

6. Minutes

(a) The Minutes of the Parish Council Meeting held 12th September, 2024 had been previously circulated to all Members.

287/24 RESOLVED (a) That the Minutes of the Parish Council Meeting held 12th

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September, 2024 be confirmed as a correct record.

(All in favour)

(b) Meeting scheduled for 10th October, 2024.

288/24 RESOLVED

(a) To record that the meeting scheduled for 10th October, 2024 had been cancelled due to being inquorate.

(All in favour)

7. Finance

(a) **Financial Statement 2024/25 as at 14th November, 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.

289/24 RESOLVED

(a) That the financial statement as at 14th November, 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) **Transfer of funds:** It was reported that £10,000 had been transferred from the NatWest Bank current account to the NatWest Bank business reserve account to maximise interest receipts.

290/24 RESOLVED

(a) To approve the transfer of the funds.

(All in favour)

(e) **External audit 2023/24:** Members considered the external audit report 2023/24 which stated, "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

291/24 RESOLVED

(a) That the external audit report be received and duly noted.

(b) That the actions of the Clerk & Responsible Financial Officer, in displaying the statutory notices on the website and the notice boards, be confirmed.

(All in favour)

(f) **Financial Regulations:** Members considered the draft model Financial Regulations.

292/24 RESOLVED

(a) That the draft Financial Regulations be adopted as presented.

(All in favour)

(g) **Chelford Community Newsletter advertising fees 2024/25:** Members considered the receipts and payments relating to the 2023/24 newsletter period.

293/24 RESOLVED

(a) That the Patron fee for inclusion in year three publications be £100.

(b) That the Trader fee for inclusion in year three publications be £25. (All in favour)

8. 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)

294/24 RESOLVED

(a) That the recent planning decisions be received and duly noted. (All in favour)

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(b) Planning applications for consideration

- i. **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. [Amended application]

295/24 RESOLVED

(a) That the following comments be submitted to Cheshire East Council in respect of application 23/1921M: Chelford Parish Council, having further considered the above application, request clarification in respect of the proposal to gift the land to the community – who is ‘the community’ who would become the landowner? Furthermore, the proposed condition of the cricket facilities at the point of transfer to the community appears unclear, along with the precise terms of any land transfer.

The existing objection to the application on the grounds that the proposal will lead to the loss of designated local green space, as defined by the Chelford Neighbourhood Plan, remains. (All in favour)

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

296/24 RESOLVED

(a) To note that no further applications had been received. (All in favour)

9. Chelford Activity Park

- (a) **Issues identified during routine inspections:** Councillor B. Brindley reported that there had been no major issues encountered over the last month. Small amounts of litter had been found at the site. It was also reported that two holes had been made and re-filled in the multi-use games area.

297/24 RESOLVED

(a) To receive and note the report.
(b) That the Clerk follow up regarding the holes in the multi-use games area. (All in favour)

- (b) **Maintenance of the cableway:** It was reported that the inspection and repair of the cableway had been completed.

298/24 RESOLVED

(a) To note that the inspection and repair of the cableway had been completed. (All in favour)

- (c) **Chelford Activity Park refurbishment works:** It was reported that a response to the complaint submitted to the Chief Executive of Cheshire East Council had been received. A number of issues had been raised within the communication for which a response was required.

299/24 RESOLVED

(a) That the Clerk prepare a response to the communication from Cheshire East Council regarding the refurbishment works at Chelford Activity Park. (All in favour)

10. Assets and Parish Council projects

- (a) **Speed indicator devices:** It was reported that the insurance claim had now been settled and that work to replace the speed indicator post was awaited. Upon completion of the post installation the new devices would be ordered and installed.

300/24 RESOLVED

(a) To receive and note the update. (All in favour)

- (b) **New street furniture:** It was reported that the four new benches had now been installed. Installation of the four dog poo bag dispensers and one notice board is expected in the near future.

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- 301/24 RESOLVED** (a) To receive and note the update. (All in favour)
- (c) **Updates on ongoing maintenance work:** It was reported that an update from the contractor had advised that maintenance work to the bus passenger shelter at Knutsford Road, the notice board at Station Road and the BMX track at Chelford Activity Park was expected to be completed by the end of January, 2025.

- 302/24 RESOLVED** (a) To receive and note the update. (All in favour)
- (d) **Parish Council projects:** Members considered the update relating to Parish Council projects at Appendix E.

- 303/24 RESOLVED** (a) To receive and note the updates. (All in favour)

11. Highway Matters

- (a) **Updates relating to reported highway defects:** Members considered the updates relating to reported highway defects at Appendix F. It was noted that concerns had been raised regarding the visibility of pedestrians at the zebra crossing especially during the darker evenings. It was also noted that signage associated with the Galloway Grange development had not yet been removed.

- 304/24 RESOLVED** (a) To receive and note the updates.
(b) That the Clerk submit further representations to Cheshire East Council in respect of pedestrian safety at the zebra crossing. (All in favour)

- (b) **Highway defects requiring attention:** No new defects were reported.

- 305/24 RESOLVED** (a) To note that no new defects were reported. (All in favour)
- (c) **Updates relating to highway priorities:** Members considered the updates relating to reported highway defects at Appendix G.

- 306/24 RESOLVED** (a) To receive and note the update.
(b) That the Clerk make representations to Cheshire East Council in respect of continued issues at the junction of Oak Road with Knutsford Road.
(c) That the Clerk submit a request for a sign at the bollards on Dixon Drive advising that emergency access is required. (All in favour)

- (d) **Village gateways:** It was reported that no responses had yet been received to the queries submitting in respect of the proposed village gateways.

- 307/24 RESOLVED** (a) That the Clerk continue to pursue responses to the queries raised. (All in favour)

- (e) **Verge cutting:** It was reported that some information had been received from Cheshire East Council in respect of verge cutting, however, no detail had been provided as to the specification to which work was carried out. It had also been advised that the Highways Top Up scheme, through which additional highways work could be commissioned, was currently suspended.

- 308/24 RESOLVED** (a) To receive and note the update.
(b) That the Clerk request information to identify how verge cutting contracts are monitored. (All in favour)

- (f) **Cycling and running events:** It was reported that concerns had been received regarding the implementation of road closures associated with cycling and running events. The issues had been referred to the Event Safety Advisor Group for consideration.

- 309/24 RESOLVED** (a) To receive and note the information.
(b) That a request be submitted to Cheshire East Council for

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increased notification of local cycling and running events so that residents are aware of potential impacts. (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. David Wilson Homes: Opportunity to provide feedback on local experiences during the development of Galloway Grange.

310/24 RESOLVED (a) That Councillor B. Brindley attend the meeting on behalf of the Parish Council. (b) That issues relating to loss of yellow lines; signage; impact of vehicle parking on street scene and green space provision be raised at the meeting. (All in favour)

ii. Local Government Boundary Commission for England: Draft proposals for revised electoral wards for Cheshire East Council.

311/24 RESOLVED (a) That an objection to the draft proposals be submitted to the consultation to support the retention of Ollerton with Marthall Parish within the Chelford Ward and object to the inclusion of Over Alderley within the Chelford Ward. (All in favour)

iii. Ministry of Housing, Communities and Local Government: Consultation on enabling remote attendance and proxy voting at local authority meetings.

312/24 RESOLVED (a) That no response be submitted to the consultation. (All in favour)

iv. Cheshire East Council: Garden waste scheme subscriptions now open for the 2025 collection period.

313/24 RESOLVED (a) To receive and note the information. (All in favour)

v. Cheshire East Council: Update regarding new planning portal system.

314/24 RESOLVED (a) To receive and note the information. (All in favour)

vi. Manchester Airport: Community Flyer (newsletter).

315/24 RESOLVED (a) To receive and note the information. (All in favour)

vii. Northern Rail: Update regarding Advance Purchase tickets.

316/24 RESOLVED (a) To receive and note the information. (All in favour)

viii. Cheshire East Council: Launch of the 16-19 bus saver card.

317/24 RESOLVED (a) To receive and note the information. (All in favour)

ix. Cheshire East Council: Invitation to the Town and Parish Council Network Meeting (19/11/24).

318/24 RESOLVED (a) That Councillor D. Wilson attend the meeting on behalf of the Parish Council. (All in favour)

x. Cheshire Fire and Rescue Service: Annual Report 2023-2024.

319/24 RESOLVED (a) To receive and note the information. (All in favour)

13. Community Matters

(a) **Chelford Ward Policing Team:** It was reported that the latest police update indicated that there had been no reported incidents within Chelford parish during the last month.

320/24 RESOLVED (a) To receive and note the report. (All in favour)

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- (b) **Community Speed Watch:** It was reported that activities had re-commenced and a number of vehicles had been recorded travelling in excess of the speed limit through the village.

321/24 RESOLVED (a) To receive and note the update. (All in favour)

- (c) **Newsletter:** Newsletter editions 20 and 21 had been previously circulated to all Members.

322/24 RESOLVED (a) That the content of newsletter editions 20 and 21 be approved. (All in favour)

- (d) **Parish Broadband:** No updates were available.

323/24 RESOLVED (a) To receive and note the report. (All in favour)

- (e) **Annual Parish Meeting updates:** An update from Esther McVey MP, in respect of the issues raised at the Annual Parish Meeting, had been previously circulated to all Members.

324/24 RESOLVED (a) To receive and note the update (Appendix H). (All in favour)

- 14. Co-option of Parish Councillors** – It was reported that no expression of interest forms had been received from residents.

325/24 RESOLVED (a) To receive and note the update. (All in favour)

15. Matters for inclusion on next/future meeting agenda

- (a) Review of Parish Council policies (part).
- (b) Review of subscriptions to other bodies, insurance and earmarked reserves.
- (c) Motion relating to the effectiveness and quality of Cheshire East Council monitoring of output from contracts and contractors.
- (d) Update regarding the transfer of the custodian trusteeship of Chelford Parish Hall.

- 16. Dates of next meetings** – Members noted the calendar of meetings for the remainder of 2024/25. It was requested that where Members are unable to attend, notification is provided to the Clerk at the earliest opportunity so as to enable alternative dates to be secured should a meeting become inquorate.

- (a) Thursday 12th December, 2024 at 7:30p.m. at The Hub.
- (b) Thursday 9th January, 2025 at 7:30p.m. at The Hub.
- (c) Thursday 13th February, 2025 at 7:30p.m. at The Hub.
- (d) Thursday 13th March, 2025 at 7:30p.m. at The Hub.
- (e) Thursday 10th April, 2025 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.

326/24 RESOLVED (a) That a resolution be made 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. (All in favour)

9:20p.m. – The Clerk left the room for the following item.

17. Matters for consideration including those transferred from above items.

- (a) Clerk & Responsible Financial Officer.

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327/24 RESOLVED

- (a) That the annual performance and pay review be accepted.**
 - (b) That the Clerk's salary be increased by one increment with effect from 1st April, 2025.**
 - (c) That the Clerk's working hours be reviewed in three months.**
 - (d) That the Clerk's office allowance be reviewed in three months.**
- (All in favour)**

9:26p.m. – The Clerk rejoined the meeting.

The meeting was declared closed by the Chairman at 9:28p.m.

Signed:.....

Approval date: 12th December, 2024

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APPENDIX A

Financial Statement – 2024/25 as at 14 th November, 2024					
Actual 2023/24 £	Details	2024/25 Budget £	Actual to Sep. 24 £	Agenda Nov. 24 £	Budget Balance £
	Receipts				
47,498.00	Precept	50,949.00	25,474.50	25,474.50	0.00
0.00	Balances	3,000.00	0.00		0.00
2,971.19	Investment interest	0.00	1,412.78	855.19	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	112.50	12.50	0.00
0.00	Unpresented cheque (2023/24)	0.00	1,250.00		0.00
2,698.09	VAT refund		2,009.79		1,704.83
54,819.03	Total receipts	55,624.00	30,259.57	26,342.19	1,704.83
	Payments				
13,797.21	Salary (Clerk)	15,994.00	7,361.64	2,453.88	6,178.48
689.07	National Insurance (Employer)	530.00	408.42	136.14	-14.56
3,049.16	Pension contributions (Employer)	3,254.00	1,626.90	542.30	1,084.80
815.26	Allowances (Clerk)	930.00	374.34	144.86	410.80
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	315.00	-14.00
629.44	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	0.00	70.00	300.00
200.00	Grants	3,000.00	0.00	710.00	2,290.00
1,539.15	Newsletter	1,467.00	565.43	396.16	505.41
98.14	Street lighting	330.00	72.57	30.72	226.71
64.98	Website	126.00	47.00	17.00	62.00
1,986.00	Professional services	2,143.00	293.00		1,850.00
0.00	Advertising	100.00	0.00		100.00
574.25	Subscriptions/affiliation fees	695.00	551.72	50.00	93.28
347.50	Room hire	420.00	330.00		90.00
270.00	Training	550.00	125.00		425.00
4,348.42	Chelford Activity Park maintenance	7,175.00	3,910.32	2,257.50	1,007.18
2,619.50	Chelford Village maintenance	6,100.00	1,670.00	1,027.50	3,402.50
2,015.06	Assets – purchase	5,000.00	0.00		5,000.00
815.00	Assets – maintenance	3,825.00	0.00	150.00	3,675.00
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		949.89	754.94	
37,076.62	Total payments	55,624.00	18,550.23	9,056.00	29,722.60

Cash/Bank reconciliation	01/04/24	12/09/24	14/11/24	31/03/25
Balance B/Fwd	119,404.95	119,404.95	131,114.29	148,400.48
Add total receipts	55,624.00	30,259.57	26,342.19	1,704.83
Less total payments	55,624.00	18,550.23	9,056.00	29,722.60
Balance C/Fwd	119,404.95	131,114.29	148,400.48	120,382.71
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/24	12/09/24	14/11/24	31/03/25
General funds	46,822.19	58,531.53	78,212.16	50,194.39
Earmarked reserves	72,582.76	72,582.76	70,188.32	70,188.32
	119,404.95	131,114.29	148,400.48	120,382.71

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Cash/Bank Reconciliation as at 14th November, 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
	<u>119,404.95</u>
Plus receipts	56,601.76
Less payments	<u>27,606.23</u>
Balance carried forward 14/11/24:	<u><u>148,400.48</u></u>

Bank (NatWest)

Business Reserve Account	13,919.23	05/10/24
Add receipts/transfer since above statement		
	<u>10,000.00</u>	
	10,000.00	
Less unrepresented cheques		
	<u>0.00</u>	
	0.00	
		23,919.23 14/11/24
Current Account	30,430.67	05/10/24
Add receipts/transfer since above statement		
	<u>-10,000.00</u>	
	-10,000.00	
Less unrepresented cheques		
Approved	0.00	
For approval	-9,056.00	
Less payments already issued	<u>716.00</u>	
	-8,340.00	
		12,090.67 14/11/24
Liquidity Manager Account	30,790.35	05/10/24
Add receipts/transfer since above statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
	<u>0.00</u>	
	0.00	
		30,790.35 14/11/24
Skipton Building Society		
Community Saver Account	81,600.23	01/04/24
Add receipts/transfer since above statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
	<u>0.00</u>	
	0.00	
		81,600.23 14/11/24
Total bank balances 14/11/24		<u><u>148,400.48</u></u>

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APPENDIX B

Receipts

NatWest Bank plc	£17.20	Gross interest – July, 2024 (BR)
Skipton Building Society	£248.80	Gross interest – July, 2024
Trader BAD	£6.25	Trades Directory Fee 2023/24
NatWest Bank plc	£15.97	Gross interest – August, 2024 (BR)
Skipton Building Society	£248.80	Gross interest – August, 2024
Cheshire East Borough Council	£25,474.50	Precept 2024/25 (50%)
Trader BAE	£6.25	Trades Directory Fee 2023/24
NatWest Bank plc	£83.46	Gross interest – September, 2024 (LM)
NatWest Bank plc	£16.81	Gross interest – September, 2024 (BR)
Skipton Building Society	£224.15	Gross interest – September, 2024

APPENDIX C

Payments for approval

Cheque No 001623	Chelford Social Committee	£710.00	Grant for replacement shed
Cheque No 001624	E. M. Maddock	£1,184.36	Salary and allowances: Oct. 2024
Cheque No 001625	H.M. Revenue & Customs	£118.93	PAYE payments
Cheque No 001626	Northwich Town Council	£960.00	Floral display watering and grounds maintenance: Sep. 2024
Cheque No 001627	Cheshire East Council	£273.71	Newsletter printing: Sep. 2024
Cheque No 010628	PKF Littlejohn LLP	£378.00	External audit fee 2023/24
Cheque No 001629	Cheshire Community Action	£50.00	Subscription fee 2024/25
Cheque No 001630	Royal British Legion	£25.00	Donation (direct)
Cheque No 001631	Royal British Legion	£45.00	Donation (Chelford street poppies)
Standing Order	Cheshire Pension Fund	£338.63	Pension contributions: Oct. 2024
Direct Debit	1&1 IONOS	£6.00	Web hosting: Sep.-Oct. 2024
Direct Debit	1&1 IONOS	£4.20	Email account fee: Oct. 2024
Direct Debit	npower	£32.26	Electricity: Jul.-Sep. 2024
Cheque No 001632	Cancelled		
Cheque No 001633	TWM Traffic Control Systems	£180.00	Assessment of speed indicator device
Cheque No 001634	E. M. Maddock	£1,177.70	Salary and allowances: Nov. 24
Cheque No 001635	HM Revenue & Customs	£118.93	PAYE payments
Cheque No 001636	Northwich Town Council	£2,982.00	Chelford Activity Park: routine maintenance, hedge cutting; floral displays and watering
Cheque No 001637	Cheshire East Council	£122.45	Newsletter printing: Oct. 2024
Standing Order	Cheshire Pension Fund	£338.63	Pension contributions: Nov. 2024
Direct Debit	1&1 IONOS	£6.00	Web hosting: Oct.-Nov. 2024
Direct Debit	1&1 IONOS	£4.20	Email account fee: Nov. 2024

APPENDIX D

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(a) Recent planning decisions

- 24/2010M Willow Glade, Peover Lane, Chelford. SK11 9AJ
New single dwelling to replace existing building.
DECISION STATUS – Approved with conditions (13/09/24)
- 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 – Withdrawn (31/10/24)
- 24/3159M 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP
Lawful development certificate for proposed construction of a single storey side and rear extension, detached double garage and log store and single-storey outbuilding to contain a swimming pool and gym.
DECISION STATION – Positive certificate (28/10/24)

(b) Outstanding planning applications

- 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 [Amended application]

APPENDIX E

Review and updates relating to projects identified by Parish Council

Pre-2023/24 (brought forward):

1. Ensure walking provision is considered when strategic plans for Green Spaces are developed.
UPDATE: Formal pathway included in refurbishment of Mere Court Park (2020).
Formal pathway included within Chelford Activity Park refurbishment plan.
ACTION: Continue to pursue the development of a pathway at Chelford Activity Park as part of phase 2 refurbishment work.
2. Consider inclusion of fitness trail when preparing plans for the refurbishment of Chelford Activity Park.
UPDATE: Fitness trail included in refurbishment plan for Chelford Activity Park.
ACTION: Continue to pursue the development of a fitness trail at Chelford Activity Park as part of phase 2 refurbishment work.
3. Consider provision of additional benches within Green Spaces.
UPDATE: Picnic benches to be installed at Mere Court Park (date unknown).
Additional benches to be installed in residential estate. New benches included within Chelford Activity Park refurbishment plan.
ACTION: Monitor progress to install picnic benches at Mere Court Park.
Monitor progress to install four additional benches within residential estate.
Continue to pursue the inclusion of seating provision at Chelford Activity Park as part of phase 2 refurbishment work.
4. Repair and refurbish brick bus passenger shelter at Knutsford Road
UPDATE: Initial maintenance work ordered and due for completion in near future.
ACTION: Monitor completion of initial maintenance work. Undertake detailed survey to identify any repairs required to the shelter and consider options to improve the

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appearance and amenity of the shelter.

5. Renovate and re-purpose red telephone kiosk at Chelford Roundabout.
UPDATE: Quotations being sought for renovation work.
ACTION: Consider costs of renovation work and possible future uses for the kiosk.
6. Replace and re-purpose red telephone kiosk at Knutsford Road.
UPDATE: Replacement kiosk being sourced together with quotations and permissions for installation.
ACTION: Consider costs of kiosk replacement and possible future uses for the kiosk.

2023/24:

1. Review of floral displays (content)
UPDATE: Floral displays contract reviewed 2024.
ACTION: Review contract in readiness for next routine renewal.
2. Review of floral displays (provision of additional displays)
UPDATE: Initial suggestions for locations discussed.
ACTION: Consideration to be given to viability and sustainability of possible floral display locations (e.g. near to village gateways).
3. Identification and review of problematic areas for dog poo
UPDATE: Order placed for new dog poo bag dispensers to be installed at four locations.
ACTION: Confirm installation complete and undertake period of monitoring to identify usage and impact.
4. Support The Hub in carrying out work to make the venue more useable for whole community
UPDATE: [Note: The Hub is not within the management of the Parish Council.] Funding opportunities for energy efficiency projects and digital connectivity projects brought to the attention of The Hub. Grant of £710 provided for replacement shed.
ACTION: Continue to forward relevant funding opportunities to The Hub and to respond to requests for support as required.
5. Support Friends of Chelford Station Group to recruit more volunteers to help maintain the green space around the station
UPDATE: Friends of Chelford Station Group invited to submit articles to the newsletter to encourage residents to join the group. Parish Council has supported work by providing floral displays for the southbound platform and annual hedge cutting services.
ACTION: Continue to provide floral displays and hedge cutting support.
6. Consider holding an event to address vegetation overhanging footways and encourage a sense of collective community responsibility
UPDATE: Article included within the newsletter reminding residents to ensure their boundary hedges and other vegetation are not obstructing the footways.
ACTION: Consider the viability of the suggested event if still required.
7. Consider supporting the 20s Plenty campaign
UPDATE: 20s Plenty campaign continue to lobby nationally for reduced speed limits. Parish Councils are invited to consider whether there is local support for a scheme in their local area.
ACTION: Consider inviting a representative of the campaign to speak to the Parish Council and/or a public meeting.
8. Consider options for reviewing accessibility of public rights of way within Parish
UPDATE: [Note: Public Rights of Way are the shared responsibility of landowners and

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Cheshire East Council (as the Highway Authority).] Chelford FP1 included within the annual strimming schedule (770m). Chelford FP5 included within the annual strimming schedule (370m).

ACTION: Report public rights of way issues to Cheshire East Council when received.

9. Consider holding litter picking events throughout the year

UPDATE: Previously planned event abandoned due to leader of initiative resigning.

Small, informal litter picking activities carried out by volunteers.

ACTION: Review whether there are significant litter issues requiring addressing.

10. Raise awareness of Neighbourhood Watch schemes

UPDATE: Information relating to Neighbourhood Watch included within newsletter.

Four localised Neighbourhood Watch groups listed within the scheme (Dixon Drive, Knutsford Road, Broomfield Close, Burnt Acre).

ACTION: Consider including reminder information in future newsletter.

11. Explore ways to engage with residents

UPDATE: Parish Council newsletter article endeavours, where appropriate, to include details of consultations on issues which may affect or be of interest to residents.

Consultations, invitations to meetings and other information published on the Parish Council website and Facebook page. Residents are invited to attend Parish Council meetings. A new notice board at Dixon Drive provides a further information point within the community. List of Parish Councillors is displayed on notice boards.

ACTION: Review delivery style and content of the Annual Parish Meeting to provide greater interaction and encourage attendance. Extend engagement opportunities on Parish Council website to seek local views.

12. Consider entering Britain in Bloom competition

UPDATE: Information relating to competition discussed by Parish Council.

Consideration given to the non-competitive scheme 'It's Your Neighbourhood'. Article in the newsletter invited residents to express interest in participating in the scheme – only one expression of interest received.

ACTION: To consider viability of pursuing the suggestion.

13. Consider creating a welcome pack for new residents with lists of local trades, latest newsletter and perhaps vouchers from local businesses to encourage people to support local shops

UPDATE: Discussed by Parish Council, however, it was considered that the regular newsletter may supersede the 'welcome pack'. Challenges identified regarding effective administration of such a scheme given the increasing number of properties within the Parish and the lack of a comprehensive method to minimise 'missing' new residents.

ACTION: No further action at this time.

14. Management of unmown areas at Mere Court Park

UPDATE: Cheshire East Council advise that the area acts as a buffer between the open space and neighbouring properties. The area is cut back every few years to prevent it encroaching into the open space. There will be no nettle or bramble control other than strimming back to keep them from the edge of the footpath.

ACTION: Monitor and report issues as they arise.

15. New notice board at Dixon Drive (near to Galloway Grange)

UPDATE: Notice board has been ordered and is due to be installed imminently.

ACTION: Confirm installation of notice board.

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APPENDIX F

Updates relating to reported highway matters

1. Damaged chevron sign at Chelford Roundabout
UPDATE (1): Update from Cheshire East Council, "As you are aware, we scheduled a replacement chevron following a collision on the Chelford Roundabout. Due to the complexities of the traffic management which is required to work safely at this location, this has been deferred to a specialist traffic management provider. The work has now been programmed for delivery and this will be undertaken by the end of October, 2024."
UPDATE (2): Work scheduled to take place on 28th November, 2024.
2. Overgrown hedge at Knutsford Road
UPDATE: Awaiting response from resident regarding trimming works.
3. Overgrown footway along Alderley Road
UPDATE: Cheshire East Council advises that this location is included in the routine maintenance programme.
4. Weeds along gutter of Elmstead Road
UPDATE: Cheshire East Council advises that the work is complete.
5. Request for low level lighting at Dixon Drive
UPDATE: Awaiting response.
6. Pothole at Oak Road (near junction with Knutsford Road)
UPDATE: Cheshire East Council has assessed the report and arranged to carry out a repair as soon as possible.
7. Signs obscured by foliage
['Chelford Village Hall' sign at Knutsford Road; speed limit sign on Chelford Road; roundabout sign on Holmes Chapel Road; junction sign on Holmes Chapel Road]
UPDATE: Awaiting assessment.
8. Pothole at Holmes Chapel Road (near to church)
UPDATE: Cheshire East Council advises that the work is complete.
9. Damaged bollard at Peover Lane (near junction with roundabout)
UPDATE: A job has been raised and scheduled to be carried out by Cheshire East Highways.
10. Overgrown hedge at Knutsford Road (to the rear of the telephone exchange)
UPDATE: Trimming works complete.

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APPENDIX G

Highway Priorities 2023/24

Immediate priorities:

1. Review of zebra crossing at Knutsford Road
UPDATE: No update.
ACTION: Continue to log incidents at the crossing and lobby for crossing improvements.
2. 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.
ACTION: Continue to log incidents at this location. No further action at this time.

High priority issues:

3. Review of options to tackle speeding issues within the Parish
UPDATE: Provision of two new SIDs along Knutsford Road being progressed. Community speed watch now resumed. Potential for average speed cameras to be assessed when initial pilot scheme at Plumley has been completed.
ACTION: Continue to pursue provision of two new SIDs. Community speed watch to continue. No further action at this time in respect of average speed cameras.
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. Issue referred to Cheshire East Council Walking Champion for attention. Access to footway much improved following removal of debris and overgrown vegetation.
ACTION: No further action at this time.
5. Siding out of footways along Knutsford Road
UPDATE: Issue logged with Cheshire East Council for attention. Siding out work completed along Knutsford Road from junction with Station Road to Chelford Parish Hall by Chelford Edging Group.
ACTION: Awaiting update from Borough Councillor Harrison regarding remainder of footway.
6. Review of gullies and drainage issues
UPDATE: Gully emptying data being analysed and correlated to any current flooding issues. Drainage issue at Peover Lane addressed (early October, 2024).
ACTION: Continue to monitor flooding issues and report as necessary.
7. Signage (or other measures) to deter parking on footways (e.g. Elmstead Road, Knutsford Road (near shops))
UPDATE: Knutsford Road: Road Safety Team reviewing impact of commercial businesses on parking issues.
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.
ACTION: No further action at this time.

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Other highway priorities to be pursued:

8. Re-instatement of worn yellow lines on Dixon Drive
UPDATE: Cheshire East Council has assessed the issue and added it to the improvement programme for repair over the longer term. This means that it is unlikely that any improvement work will take place during the current financial year.
ACTION: Continue to press for re-instatement work to be carried out.
9. Review of street lighting provision within the Parish (particularly along Knutsford Road)
UPDATE: Existing defective columns reported to Cheshire East Council for attention: street light out at Knutsford Road, to the east of junction with Dixon Drive has been fixed.
Street lights out at Chelford Roundabout, between Alderley Road and Chelford Road exits are awaiting repair (Repairs have been delayed due to safety concerns and the loss of electricity supply to the columns.).
ACTION: Monitor repair work and re-report where further defects occur.
10. Installation of village gateways
UPDATE: Draft designs prepared including the following features:
 - New boundary sign with white picket gateway fencing at Knutsford Road (plan shows located on Parish Council owned Grass Splay)
 - Existing boundary sign with new white picket gateway fencing at Knutsford Road (plan shows located at current boundary sign site)
 - New 'SLOW' marking on Knutsford Road (eastbound) between Egerton Arms and junction with Dixon Drive
 - Refresh 'SLOW' marking on Knutsford Road (eastbound) near to junction with Oak Road
 - Refresh 'SLOW' marking on Knutsford Road (westbound) between railway bridge and junction with Highland Drive
 - Refresh 'SLOW' marking on Knutsford Road (westbound) between Chelford Parish Hall and railway bridge
 - New 30mph roundel and dragons teeth on Knutsford Road (westbound) to the east of Chelford Activity Park boundary.ACTION: Awaiting further details of proposed village gateways.
11. Removal of redundant signage
UPDATE: David Wilson Homes has apologised for the oversight in leaving the signage in place and is making arrangements for the signs to be removed. National Garden Scheme apologised for signs not being removed and is making relevant individuals aware of need to remove signage following events. Awaiting response from Pear Tree Barns developer.
ACTION: Report redundant signage to Cheshire East Council as required.
12. Install more robust bollards at Dixon Drive (no through road point near Galloway Grange)
UPDATE: No update.
ACTION: Continue to press for improvements to the bollards.
13. Enforcement of hedge/shrub/tree cutting adjacent to footways
UPDATE: Individual issues reported to Cheshire East Council as required.
ACTION: Report issues as required.
14. Installation of rumble strips
UPDATE: No update.
ACTION: Parish Council to consider possible locations and desirability of rumble strips.

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APPENDIX H

Response from The Rt Hon Esther McVey MP regarding issues raised at the Chelford Annual Parish Meeting 2024

Date: 28 October 2024

I am writing to give you an update on the various issues that were brought up at the Parish meeting.

The issues were broadband in the village, the preservation of the Church and the problems with electricity supply. In all cases, I have followed up directly with the residents who mentioned the issues.

Electricity NW tell me they believe the work they did last year has resolved the reliability issues they were having.

I understand that the legacy given to the church is now in the bank and that the campaign team are comfortable with where things currently are. I have volunteered a meeting should they need support.

Finally, broadband problems often vary by road and the issue highlighted was one specific to the resident's road and distance from the cabinet. I have provided an answer for him from Openreach but appreciate it isn't, at this stage, a solution.