

# CHELFORD PARISH COUNCIL

## Minutes of the All Member Working Group meeting held

Thursday 9<sup>th</sup> January, 2025 at 7:30p.m.

via MS Teams.

Present Councillors B. Brindley (Chairman), J. Fielding, C. Howlett, T. McCrum,  
C. Montaldo, D. Wilson, S. Wilson.

Members of the public (0).

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

### 1. Apologies for absence

Cheshire East Ward Member Cllr. A. Harrison

**001/25 RESOLVED (a) To receive and note the apology for absence. (All in favour)**

### 2. Declarations of interest: None.

**002/25 RESOLVED (a) To note that no declarations of interest were made. (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.

**003/25 RESOLVED (a) To note that no questions had been received. (All in favour)**

(b) **Issues raised via social media:** It was reported that concerns had been raised regarding the pathway to the southbound platform at the railway station. These concerns had been forwarded to Northern Rail who had advised that the pathway is gritted during colder weather. The request for a handrail along the pathway was acknowledged, however, installation is unlikely due to budgetary constraints.

**004/25 RESOLVED (a) To receive and note the update. (All in favour)**

### 4. Cheshire East Ward Member Cllr. A. Harrison: report on matters of interest:

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

**005/25 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 Parish Council Meeting held 12<sup>th</sup> December, 2024 had been previously circulated to all Members.

**006/25 RESOLVED (a) That the Minutes of the Parish Council Meeting held 12<sup>th</sup> December, 2024 be confirmed as a correct record. (All in favour)**

### 6. Finance

(a) **Financial Statement 2024/25 as at 9<sup>th</sup> January, 2025:** 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.

**007/25 RESOLVED (a) That the financial statement as at 9<sup>th</sup> January, 2025 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)**

# CHELFORD PARISH COUNCIL

## 7. Planning Matters

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

**008/25 RESOLVED (a) To note the new planning decisions. (All in favour)**

- (b) **Planning application for consideration:**

- i. **24/4781/HOUS:** 1 Yewtree Cottage, Alderley Road, Chelford. SK11 9AP  
Proposed two-storey side and single storey rear extension. Alterations to existing access to widen driveway.

**009/25 RESOLVED (a) That the following comments be submitted to Cheshire East Council in respect of application 24/4781/HOUS: Chelford Parish Council requests that all relevant policies of the Chelford Neighbourhood Plan are taken into consideration during the determination of the application, including those relating to ensuring that design and materials are in keeping with the existing building. (All in favour)**

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

**010/25 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 reported that there had been no major issues encountered over the last month. Recent snow and rain had, however, led to the site being rather wet.

**011/25 RESOLVED (a) To receive and note the report. (All in favour)**

- (b) **Chelford Activity Park refurbishment works:** It was reported that the meeting to discuss the issues relating to refurbishment work had not yet taken place.

**012/25 RESOLVED (a) To receive and note the update. (All in favour)**

## 9. Assets and Parish Council projects

- (a) **New notice board:** It was reported that the new notice board had now been installed at Dixon Drive.

**013/25 RESOLVED (a) To receive and note the update. (All in favour)**

- (b) **Speed indicator devices:** It was reported that the installation of the speed indicator post was still awaited.

**014/25 RESOLVED (a) To receive and note the update. (All in favour)**

## 10. Highway Matters

- (a) **Chevron sign at roundabout:** It was reported that the chevron sign was due for repair on 16<sup>th</sup> January, 2025.

**015/25 RESOLVED (a) To receive and note the update. (All in favour)**

- (b) **Temporary traffic management:** It was reported that two-way temporary traffic lights on Knutsford Road (near to Chelford Farm Supplies) have been scheduled for 20<sup>th</sup> - 24<sup>th</sup> January, 2025 to enable work by Cadent.

**016/25 RESOLVED (a) To receive and note the update. (All in favour)**

- (c) **David Wilson Homes signage:** Members noted that most of the signage had been removed, however, one sign remained at Knutsford Road.

**017/25 RESOLVED (a) To receive and note the update. (All in favour)**

- (d) **New highway defects:** Members raised concern regarding the gritting that had

# CHELFORD PARISH COUNCIL

been undertaken during recent wintery weather. It was noted that diggers were being used to clear ice from footways at Macclesfield. It was also noted that comments had been received that informal 'Save Chelford Church' banners were obstructing highway sight lines.

- 018/25 RESOLVED** (a) That the Clerk make enquiries relating to the gritting programme for Chelford and the criteria for footway ice clearance.  
(b) That Councillor B. Brindley approach the Friends of Chelford Church group with a request to remove the banners which had been reported as causing an obstruction to highway sight lines. (All in favour)
- (e) Updates relating to following issues:
- i. Safety concerns relating to the zebra crossing at Knutsford Road: It was noted that no update was currently available.
  - ii. Safety concerns relating to the junction of Oak Road and Knutsford Road: It was noted that no update was currently available.
- 019/25 RESOLVED** (a) To receive and note the updates. (All in favour)
- (f) Updates relating to proposed lining works: It was noted that no date had yet been provided for the planned lining works at Knutsford Road, including 30 roundels, dragons teeth and SLOW markings.
- 020/25 RESOLVED** (a) To receive and note the update. (All in favour)
- (g) Village gateways: Members considered a range of design options and locations for village gateways. It was noted that the red carpet road treatment provided a high impact feature. It was suggested that the impact of the lining works should be reviewed prior to proceeding with gateway installations.
- 021/25 RESOLVED** (a) That a quotation be requested for the inclusion of red carpet road treatment at the entry points to the 30mph zone on Knutsford Road.  
(b) That further detail relating to the design and location of village gateways be considered at a future meeting. (All in favour)

## 11. 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: Notice of future election charges.  
Members noted that for the all-out elections in 2027, if there were a contested election, the projected charge would be £942.20.
- 022/25 RESOLVED** (a) To receive and note the information. (All in favour)
- ii. Ministry of Housing, Communities and Local Government: Publication of revised National Planning Policy Framework.
- 023/25 RESOLVED** (a) To receive and note the information. (All in favour)
- iii. Cheshire East Council: Budget Engagement for 2025 to 2029.
- 024/25 RESOLVED** (a) That no response be submitted to the consultation. (All in favour)
- iv. Cheshire East Council: New interim housing strategy consultation.

# CHELFORD PARISH COUNCIL

- 025/25 RESOLVED** (a) That no response be submitted to the consultation. (All in favour)  
v. ChALC: 80<sup>th</sup> Anniversary of VE Day - 8<sup>th</sup> May, 2025.
- 026/25 RESOLVED** (a) To receive and note the information. (All in favour)
- 12. Community Matters**
- (a) **Chelford Ward Policing Team:** It was reported that the latest police update had not yet been received.
- 027/25 RESOLVED** (a) To receive and note the update. (All in favour)
- (b) **Community Speed Watch:** It was reported that activities had been temporarily paused due to the wintery weather.
- 028/25 RESOLVED** (a) To receive and note the update. (All in favour)
- (c) **Newsletter:** It was noted that a small number of Patrons and Traders had not yet paid their invoices.
- 029/25 RESOLVED** (a) That the Clerk & Responsible Financial Officer continue to pursue outstanding invoice payments. (All in favour)
- (d) **Parish Broadband:** No updates had been received, however, it was noted that the online petition had not attracted any new signatures over the past month.
- 030/25 RESOLVED** (a) To receive and note the update. (All in favour)
- (e) **David Wilson Homes:** It was reported that an update report had been received from David Wilson Homes following the meeting with the Chairman. The report confirmed that the development signage had now been removed from the Parish. David Wilson Homes confirmed that they would raise the issue of the yellow parking restriction lines at Dixon Drive with Cheshire East Council. The developer acknowledged the comments from the Parish Council relating to the impact of cars on the street scene of the Galloway Grange development and offered to discuss this point at the early stages of future development plans. David Wilson Homes are not aware of a specific reason for a perceived high turnover of properties on the Galloway Grange estate. It was confirmed that future development in Chelford would include open space and that the lack of open space within the Galloway Grange development had been a choice made by Cheshire East Council. It was also confirmed that early stage preparations are being made to bring forward the development of the safeguarded land to the east of the railway line. It had been suggested that representatives from David Wilson Homes attend a Parish Council meeting to speak to Members regarding the proposed future development.
- 031/25 RESOLVED** (a) That the Clerk invite representatives of David Wilson Homes to the next Parish Council meeting. (All in favour)
- (f) **National celebrations for the 200<sup>th</sup> anniversary of the railways:** Members expressed interest to commemorate the arrival of the railway to Chelford as it was considered to have had significant influence on the development of the Parish. It was suggested that a series of activities/events could be delivered to mark the occasion.
- 032/25 RESOLVED** (a) That Members consider possible activities/events for discussion at a future meeting. (All in favour)
- (g) **Annual Parish Meeting 2025:** Members considered options for the Annual Parish Meeting. It was considered that holding the event at Chelford Primary School last year had been successful.
- 033/25 RESOLVED** (a) That a booking be made for use of Chelford Primary

# CHELFORD PARISH COUNCIL

School for the Annual Parish Meeting on Thursday 8<sup>th</sup> May, 2025.

(b) That an invitation be sent to The Rt Hon Esther McVey MP to attend the meeting to hold a question and answer session.

(All in favour)

## 13. Co-option of Parish Councillors

(a) **Formal notice of vacancy:** It was reported that confirmation had been received that no election was required to fill the vacancy.

**034/25 RESOLVED (a) To receive and note the update. (All in favour)**

(b) **Co-option of councillors:** It was noted that no expressions of interest had been received.

**035/25 RESOLVED (a) To note that no expressions of interest had been received. (b) That notice of the vacancies be included within the next newsletter. (All in favour)**

## 14. Matters for inclusion on next/future meeting agenda

(a) Several carried forward from previous meetings.

## 15. Dates of next meetings – Members noted the calendar of meetings for the remainder of 2024/25.

(a) Thursday 13<sup>th</sup> February, 2025 at 7:30p.m. at The Hub.

(b) Thursday 13<sup>th</sup> March, 2025 at 7:30p.m. at The Hub.

(c) Thursday 10<sup>th</sup> 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.

**036/25 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 8:47p.m.

Signed:.....

Approval date: 13<sup>th</sup> February, 2025

# CHELFORD PARISH COUNCIL

## APPENDIX A

Financial Statement – 2024/25 as at 9 <sup>th</sup> January, 2025					
Actual 2023/24 £	Details	2024/25 Budget £	Actual to Dec. 24 £	Agenda Jan. 25 £	Budget Balance £
	<b>Receipts</b>				
47,498.00	Precept	50,949.00	50,949.00		0.00
0.00	Balances	3,000.00	0.00		0.00
2,971.19	Investment interest	0.00	2,929.65		0.00
0.00	Sale of assets	0.00	0.00		0.00
0.00	Grants, donations & refunds	0.00	5,196.92		0.00
1,651.75	Newsletter advertising	1,675.00	1,050.00	125.00	0.00
0.00	Unpresented cheque (2023/24)	0.00	1,250.00		0.00
2,698.09	VAT refund		2,009.79		2,013.62
<b>54,819.03</b>	<b>Total receipts</b>	<b>55,624.00</b>	<b>63,385.36</b>	<b>125.00</b>	<b>2,013.62</b>
	<b>Payments</b>				
13,797.21	Salary (Clerk)	15,994.00	11,447.91	1,271.99	3,274.10
689.07	National Insurance (Employer)	530.00	668.58	74.29	-212.87
3,049.16	Pension contributions (Employer)	3,254.00	2,529.96	281.11	442.93
815.26	Allowances (Clerk)	930.00	581.64	70.13	278.23
139.19	Administration	300.00	99.16		200.84
0.00	Chairman/Member allowances	0.00	0.00		0.00
435.00	Audit fees (internal & external)	565.00	579.00		-14.00
629.44	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	70.00		300.00
200.00	Grants	3,000.00	710.00		2,290.00
1,539.15	Newsletter	1,467.00	1,282.12		184.88
98.14	Street lighting	330.00	103.29		226.71
64.98	Website	126.00	69.00	8.50	48.50
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	601.72	35.00	58.28
347.50	Room hire	420.00	355.00		65.00
270.00	Training	550.00	125.00		425.00
4,348.42	Chelford Activity Park maintenance	7,175.00	7,535.96		-360.96
2,619.50	Chelford Village maintenance	6,100.00	2,697.50		3,402.50
2,015.06	Assets – purchase	5,000.00	0.00		5,000.00
815.00	Assets – maintenance	3,825.00	213.15		3,611.85
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		2,011.92	1.70	
<b>37,076.62</b>	<b>Total payments</b>	<b>55,624.00</b>	<b>31,973.91</b>	<b>1,742.72</b>	<b>23,920.99</b>

Cash/Bank reconciliation	01/04/24	12/12/24	09/01/25	31/03/25
Balance B/Fwd	119,404.95	119,404.95	150,816.40	149,198.68
Add total receipts	55,624.00	63,385.36	125.00	2,013.62
Less total payments	55,624.00	31,973.91	1,742.72	23,920.99
Balance C/Fwd	119,404.95	150,816.40	149,198.68	127,291.31
<b>Cumulative balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/24</b>	<b>12/12/24</b>	<b>09/01/25</b>	<b>31/03/25</b>
General funds	46,822.19	80,628.08	79,010.36	57,102.99
Earmarked reserves	72,582.76	70,188.32	70,188.32	70,188.32
	119,404.95	150,816.40	149,198.68	127,291.31

# CHELFORD PARISH COUNCIL

## Cash/Bank Reconciliation as at 9<sup>th</sup> January, 2025

### 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	63,510.36	
Less payments	33,716.63	
Balance carried forward 09/01/25	149,198.68	

### Bank (NatWest)

<b>Business Reserve Account</b>	24,427.66		04/12/24
Add receipts/transfer since above statement			
	0.00	0.00	
Less unrepresented cheques			
	0.00	0.00	
		24,427.66	09/01/25
<b>Current Account</b>	16,597.37		05/12/24
Add receipts/transfer since above statement			
	125.00	125.00	
Less unrepresented cheques			
Approved	-2,752.46		
For approval	-1,742.72		
Less payments already issued	0.00	-4,495.18	
		12,227.19	09/01/25
<b>Liquidity Manager Account</b>	30,943.60		29/11/24
Add receipts/transfer since above statement			
	0.00	0.00	
Less unrepresented cheques			
	0.00	0.00	
		30,943.60	09/01/25
<b>Skipton Building Society</b>			
<b>Community Saver Account</b>	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	09/01/25
Total bank balances 09/01/25		149,198.68	

# CHELFORD PARISH COUNCIL

## APPENDIX B

### Receipts

Patron G	£100.00	Newsletter Advertising Fee 2024/25
Trader N	£25.00	Trades Directory Fee 2024/25

## APPENDIX C

### Payments for approval

Cheque No 001645	E. M. Maddock	£1,209.10	Salary and allowances: Jan. 2025
Cheque No 001646	H.M. Revenue & Customs	£137.35	PAYE payments
Direct Debit	Information Commissioner's Office	£35.00	Data Protection Fee 2025
Direct Debit	1&1 IONOS	£4.20	Email accounts: Dec. 2024
Direct Debit	1&1 IONOS	£6.00	Web hosting: Dec. 24 – Jan. 25
Standing Order	Cheshire Pension Fund	£351.07	Pension contributions: Jan. 2025

## APPENDIX D

### (a) Recent planning decisions

24/4426/PRIOR-1A	11 Chillingham Close, Chelford. SK11 9FZ Prior notification for single storey extension to the rear of the property. DECISION STATUS – Withdrawn (06/12/24)
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### (b) Outstanding planning applications

23/1921M	New Croft, 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 – Under appeal
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