

CHELFORD PARISH COUNCIL

Minutes of the Parish Council meeting held

Thursday 10th July, 2025 at 7:30p.m.

at The Hub, Elmstead Road, Chelford.

Present Councillors C. Montaldo (Chairman), B. Brindley, C. Howlett, T. McCrum, S. Mort, M. Shepherd, D. Wilson.
Mr. M. Smith – Commercial Manager (Place), Cheshire East Council.
Members of the public (0).
Cheshire East Council Ward Member: Cllr. A. Harrison.
Dr. E. M. Maddock – Clerk & Responsible Financial Officer.

1. Apologies for absence

Councillor J. Fielding – Personal reason.

Councillor S. Wilson – Personal reason.

272/25 RESOLVED (a) To receive and approve the apologies for absence. (All in favour)

2. Declarations of interest

Councillor T. McCrum – Item 7(b)(i) – Neighbour to application site.

273/25 RESOLVED (a) To receive and note the declaration of interest. (All in favour)

Item 8(b) was brought forward to this point in the meeting.

7:40p.m. – Mr. M. Smith excused himself from the meeting and left.

7:50p.m. – Councillor M. Shepherd joined the meeting during item 8(b).

3. Public forum for questions

- (a) **Questions from residents:** It was reported that representations had been received from a resident regarding signage and car parking associated with the new cafe at Westminster House, Knutsford Road.
Borough Councillor A. Harrison reported that he had already requested a parking review of this area.

**274/25 RESOLVED (a) To receive and note the representations from a resident.
(b) That the Clerk submit an enquiry to Cheshire East Council regarding the signage.
(c) To note that a parking review of the area was being carried out.
(All in favour)**

- (b) **Issues raised via social media:** It was reported that comments had been made on local social media that the traffic lights at Alderley Road appeared to be conflicting leading to traffic meeting under the bridge.

**275/25 RESOLVED (a) To receive and note the report.
(b) To record that Borough Councillor A. Harrison would report the issue with the traffic lights to Cheshire East Council for attention.
(All in favour)**

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

Borough Councillor A. Harrison reported that refuse collections were still not being completed within the Ward. Members noted that the refuse collection operatives visiting Chelford were polite and helpful. Borough Councillor A. Harrison is pressing for gully emptying work and road sweeping on Chelford Road. Members noted that the road sweeper had visited Chelford during the last week. Borough Councillor A. Harrison is continuing to press for enforcement action in respect of helicopter operations at Peover. Borough Councillor A. Harrison reported that he had requested a review of the yellow lines at Dixon Drive. Members noted that there were parking concerns in the vicinity of

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the Surgery and Chelford Primary School. Borough Councillor A. Harrison reported that the Cheshire East Council Planning Department is very busy at present. There is a meeting of Full Council scheduled for 16th July, 2025. Work is continuing to progress arrangements for Cheshire and Warrington Devolution. Peover Hall has held an exhibition to commemorate the 80th Anniversary of General Patton's death. An event is being planned at Alderley Park to commemorate Winston Churchill in the autumn.

276/25 RESOLVED (a) To receive and note the report. (All in favour)

5. Minutes

- (a) The minutes of the Parish Council Meeting held 12th June, 2025 had been previously circulated to all Members.

277/25 RESOLVED (a) That the minutes of the Parish Council Meeting held 12th June, 2025 be approved as a correct record and signed by the Chairman. (All in favour)

- (b) The minutes of the Parish Council Meeting held 3rd July, 2025 had been previously circulated to all Members.

278/25 RESOLVED (a) That the minutes of the Parish Council Meeting held 3rd July, 2025 be confirmed as a correct record. (All in favour)

6. Finance

- (a) **Financial Statement 2025/26 as at 10th July, 2025:** Members considered the financial statement 2025/26 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.

279/25 RESOLVED (a) That the financial statement as at 10th July, 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)

- (d) **s.106 funds:** It was reported that further communications from Cheshire East Council had now been received. It was confirmed that a sum in the region of £68,000 was still available for community facilities.

280/25 RESOLVED (a) To receive and note the update.
(b) That the Clerk continue to engage with Cheshire East Council regarding the allocation of the s.106 funds.
(c) That the Clerk submit a request for the Parish Council to have a role in the reviewing of applications for the community facilities funding. (All in favour)

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. (Appendix D)

281/25 RESOLVED (a) To note the new planning decisions. (All in favour)

(b) Planning applications for consideration:

- i. 25/2131/TPO: 4 Grangewood Drive, Chelford. SK11 9BY
Lawson Cypress - (T1) Removal of large limb growing towards the road/vegetable patch area to rebalance canopy. Reduction in height by circa 6 metres, removing the exposed central leader. Longer lateral growth to be reduced by 1.5metres all round. Canopy to be cleaned removing dead branches throughout and thinned by 10-20%. Canopy to be crown lifted

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where applicable reducing the lower hanging limbs by 1-1.5 metres. Works aiming to reduce the trees susceptibility to wind loading. Holly (T2) - Fell, tree is in decline with a sizeable percentage of the canopy now dead. Removal down to ground level. Oak (T3) - Reduction of lateral limb overhanging No. 3 Grangewood Drive by 0.5 - 1metres. Holly (T4) - Fell, almost entirely dead and heavily suppressed with climber. Removal down to ground level.

282/25 RESOLVED (a) That the following comments be submitted to Cheshire East Council in respect of application 25/2131/TPO:
Chelford Parish Council has no objections to the proposed work, however, request that a replacement tree be planted to protect the wildlife habitat, amenity, biodiversity and landscape character of the surrounding area.
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 Policy NE3.
(All in favour)

i. Any planning applications received since the last meeting: None.

283/25 RESOLVED (a) To note that no further applications had been received. (All in favour)

(c) **Application 25/2125/TPO:** It was reported that the Parish Council's application for tree works at Chelford Activity Park had been lodged under reference 25/2125/TPO.

284/25 RESOLVED (a) To receive and note the update. (All in favour)

(d) **Planning Committees:** It was reported that applications 25/1234/FUL and 25/1584/FUL had been listed for consideration by Cheshire East Council Planning Committees. Members noted that the Parish Council would be able to speak at the relevant meetings.

285/25 RESOLVED (a) That the Parish Council will speak at the committee meetings when applications 25/1234/FUL and 25/1584/FUL will be considered. (All in favour)

8. Chelford Activity Park

(a) **Issues identified during routine inspections:** Councillor B. Brindley reported that there had not been any significant issues over the last month. The table tennis equipment box had required further repair and table tennis balls had been replaced.

286/25 RESOLVED (a) To receive and note the report. (All in favour)

(b) **Refurbishment of Chelford Activity Park:** Mr. M. Smith provided an update on the current status of the refurbishment work at the site and outlined work proposals to address issues identified during Phase 1 and deliver Phase 2 work. It was acknowledged that there had been issues during the delivery of Phase 1, however, changes to working practices would be implemented going forward. Members considered the proposals presented.

287/25 RESOLVED (a) To thank Mr. M. Smith for attending the meeting to provide updates and information.

(b) To approve proceeding with the installation of the tennis net ground sleeves at the earliest opportunity.

(c) To approve proceeding with the proposed extensions to the

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eco-mulch surfacing around the new play area.

(d) To approve that the gym equipment be located in the former play area space.

(e) To approve that the trim trail equipment be located at various points along the proposed pathway.

(f) To approve proceeding with the proposed pathway, subject to route amendments, at a width of 1.8m.

(g) To defer consideration of the use of soil spoil to a future meeting.

(h) To defer consideration of the positioning of litter bins, benches and picnic tables to a future meeting. (All in favour)

- (c) **Bike track improvements:** It was reported that initial research had indicated that it may be possible to deliver an improved facility within the current space. It was suggested that appropriate contractors be invited to provide design proposals for a new track.

288/25 RESOLVED (a) That the Clerk be authorised to invite appropriate contractors to provide design proposals for a new bike track. (All in favour)

9. Assets and Parish Council projects

- (a) **Bus passenger shelter:** It was reported that a formal survey of the brick bus passenger shelter was required. It was noted that some pointing work had been carried out to the front of the shelter.

289/25 RESOLVED (a) That the Clerk be authorised to invite appropriate contractors to undertake an assessment of the brick bus passenger shelter and provide quotations for any required remedial works to the structure.

(b) That an invitation to local contractors be included within the next Chelford Community Newsletter to alert local businesses to the opportunity. (All in favour)

- (b) **Telephone kiosk near Chelford Roundabout:** Councillor M. Shepherd reported that he had arranged to meet with a representative of a local business regarding a possible use for the kiosk next week. Borough Councillor A. Harrison noted that some Parishes use the kiosks to provide information on local cycling, walking and running routes.

290/25 RESOLVED (a) To receive and note the update.

(b) That the proposal relating to the telephone kiosk be considered at the next meeting. (All in favour)

- (c) **Dog poo bag dispensers:** Members noted the latest usage data.

291/25 RESOLVED (a) To receive and note the update. (All in favour)

- (d) **20s Plenty Campaign:** Members considered the merits of pursuing the 20s Plenty Campaign. It was noted that the scheme had not been well received in some other areas and that there were higher priority matters for the Parish Council to pursue e.g. safety at the zebra crossing.

292/25 RESOLVED (a) That no further action be taken in respect of the 20s Plenty Campaign.

(b) That the Clerk investigate the requirements and merits of pursuing a CCTV option to gather evidence of incidents at the zebra crossing. (All in favour)

- (e) **Publicity of contact details:** Members considered the existing policy in respect of the publication of personal contact details for Members.

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293/25 RESOLVED (a) That the existing policy continue: that Parish Councillor names are displayed on the website and notice boards. Contact details for the Clerk are displayed and contact referrals to Members made by the Clerk on a case by case basis.

(b) That where a Member wishes to publish their contact details, this be undertaken on an individual basis. (All in favour)

(f) **Parish Council projects:** Members noted the updates relating to Parish Council projects at Appendix E.

294/25 RESOLVED (a) To receive and note the updates. (All in favour)

10. Highway Matters

(a) **New highway defects:** Members noted the issue raised at item 3(b).

295/25 RESOLVED (a) To receive and note the update. (All in favour)

(b) **Ongoing highway matters:** Members considered the updates at Appendix F.

296/25 RESOLVED (a) To receive and note the updates. (All in favour)

(c) **Speed indicator devices:** Members considered the update report regarding the replacement of the speed indicator devices.

297/25 RESOLVED (a) To re-confirm that the Parish Council wish to proceed with the replacement of the two speed indicator devices at Knutsford Road.
(b) To re-confirm the previously placed order with Cheshire East Council for the re-planting of the speed indicator device post which had been knocked over during a vehicle collision. (Quoted cost: £445)

(c) To note the actions of Cheshire East Council to undertake urgent work to stabilise the speed indicator device post which had been re-planted by a resident.

(d) That, following consideration of three quotations for the provision and installation of two speed indicator devices, the quotation from Northwich Town Council, in the sum of £5,500.00 be accepted.

(e) That the Clerk arrange for the work to proceed at the earliest opportunity. (All in favour)

(d) **Yellow parking restriction lines at Dixon Drive:** Members considered the position in respect of the yellow parking restriction lines at Dixon Drive. It was noted that car parking associated with the Surgery is becoming increasingly challenging.

298/25 RESOLVED (a) To await the outcome of the line review (reported at item 4) prior to taking any further action. (All in favour)

(e) **Village gateways:** Members noted the proposed lining works which are due to take place at Knutsford Road, including new and refreshed 'SLOW' markings, new 30 roundels and dragons teeth. It was noted that a request for red carpets at the entry points to the 30mph zone had been refused on the grounds of maintenance requirements and cost.

Members considered the merits and anticipated benefits of installing village gateways; preferred locations for gateways and preferred designs of gateways.

299/25 RESOLVED (a) To receive and note the report.

(b) That the Parish Council continue to pursue the village gateway project.

(c) That the preferred locations of the gateways are at the entry

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points to the 30mph zone.

(d) That the previously chosen design of gateways be the preferred style option, however, where space is limited alternative styles will be considered.

(e) That gateways on both sides of the road at each location is the preferred option.

(f) That the Clerk pursue the design and costing of a village gateway scheme based upon the above design principles. (All in favour)

(f) **Highway priority issues:** Members considered the updates at Appendix G.

300/25 RESOLVED (a) To receive and note the updates. (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: Invitation to Town and Parish Council Network meeting (15/07/25).

301/25 RESOLVED (a) That Councillor C. Montaldo be nominated to attend the meeting. (All in favour)

12. Community Matters

(a) **Chelford Ward Policing Team:** It was reported that the latest police update had not identified any incidents taking place in Chelford. Police Surgeries continue to be advertised on the Knutsford Police Facebook page.

302/25 RESOLVED (a) To receive and note the update. (All in favour)

(b) **Community Speed Watch:** It was reported that, during recent events, vehicles continued to be recorded as travelling over the speed limit. The Chelford Community Speed Watch team will be participating in the National Community Speed Watch Day on 11th July, 2025.

303/25 RESOLVED (a) To receive and note the update. (All in favour)

(c) **Parish Broadband:** No updates had been received. Borough Councillor A. Harrison reported that The Rt Hon Esther McVey MP was following up on this matter.

304/25 RESOLVED (a) To receive and note the update.

(b) That Borough Councillor A. Harrison request an update from The Rt Hon Esther McVey MP. (All in favour)

(d) **National celebrations for the 200th anniversary of the railways:** It was reported that Chelford Primary School had completed an art project relating to the railway and that the work would shortly be displayed at Chelford Station.

305/25 RESOLVED (a) To receive and note the update. (All in favour)

13. Councillor training

(a) **Training needs:** Members considered a report on training opportunities.

306/25 RESOLVED (a) That Members interested in attending training sessions contact the Clerk. (All in favour)

(b) **Media and social media protocols:** Members considered a report on media and social media protocols.

307/25 RESOLVED (a) To receive and note the report. (All in favour)

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- 14. Co-option of Parish Councillor:** It was reported that no expressions of interest had been received.

308/25 RESOLVED (a) To receive and note the update. (All in favour)

- 15. Matters for inclusion on next/future meeting agenda**

- (a) Review of council reserves.
- (b) Suggestion relating to future planter maintenance.
- (c) Parish Council land ownership review.

- 16. Date of next meeting:** Thursday 14th August, 2025 at 7:30p.m. at The Hub.

- 17. Exclusion of public and press**

- (a) 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.

309/25 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)

- (b) Matters for consideration including those transferred from above items (as required): None.

The meeting was declared closed by the Chairman at 9:11p.m.

Signed:.....

Approval date: 14th August, 2025

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Appendix A: Financial statement

Financial Statement – 2025/26 as at 10 th July 2025					
Actual 2024/25 £	Details	2025/26 Budget £	Actual to Jun. 25 £	Agenda Jul. 25 £	Budget Balance £
	Receipts				
50,949.00	Precept	53,587.00	26,793.50		26,793.50
0.00	Balances	5,000.00	0.00		0.00
3,951.23	Investment interest	0.00	482.02	63.56	0.00
0.00	Sale of assets	0.00	0.00		0.00
5,196.92	Grants, donations & refunds	0.00	0.00		0.00
1,768.75	Newsletter advertising	1,625.00	0.00		0.00
1,250.00	Unpresented cheque (2023/24)	0.00	0.00		0.00
2,009.79	VAT refund	0.00	4,265.44		631.77
65,125.69	Total receipts	60,212.00	31,540.96	63.56	27,425.27
	Payments				
15,263.88	Salary (Clerk)	16,931.00	4,272.84	1,424.28	11,233.88
891.45	National Insurance (Employer)	1,655.00	467.16	155.72	1,032.12
3,373.29	Pension contributions (Employer)	3,462.00	918.66	306.22	2,237.12
785.41	Allowances (Clerk)	1,000.00	223.23	76.63	700.14
227.34	Administration	350.00	0.00		350.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
579.00	Audit fees (internal & external)	590.00	278.00		312.00
731.92	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	1,088.22		-718.22
710.00	Grants	3,000.00	0.00		3,000.00
1,602.65	Newsletter	1,678.00	122.45		1,555.55
103.29	Street lighting	380.00	0.00		380.00
98.00	Website	146.00	30.50	8.50	107.00
293.00	Professional services	2,155.00	0.00		2,155.00
0.00	Advertising	100.00	0.00		100.00
636.72	Subscriptions/affiliation fees	670.00	564.66	50.00	55.34
355.00	Room hire	420.00	295.00	40.00	85.00
195.00	Training	550.00	0.00		550.00
7,685.96	Chelford Activity Park maintenance	9,420.00	1,839.99	237.50	7,342.51
2,697.50	Chelford Village maintenance	6,035.00	0.00	885.50	5,149.50
10,932.92	Assets – purchase	5,000.00	0.00		5,000.00
440.34	Assets – maintenance	3,800.00	91.35		3,708.65
0.00	Community Events	500.00	0.00		500.00
0.00	Contingency	1,000.00	0.00		1,000.00
4,265.44	VAT		405.47	226.30	
51,938.11	Total payments	60,212.00	10,597.53	3,410.65	46,835.59

Cash/Bank reconciliation	01/04/25	12/06/25	10/07/25	31/03/26
Balance B/Fwd	132,592.53	132,592.53	153,535.96	150,188.87
Add total receipts	60,212.00	31,540.96	63.56	27,425.27
Less total payments	60,212.00	10,597.53	3,410.65	46,835.59
Balance C/Fwd	132,592.53	153,535.96	150,188.87	130,778.55
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/25	12/06/25	10/07/25	31/03/26
General funds	61,949.57	82,893.00	79,545.91	60,135.59
Earmarked reserves	70,642.96	70,642.96	70,642.96	70,642.96
	132,592.53	153,535.96	150,188.87	130,778.55

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Cash/Bank Reconciliation as at 10th July, 2025

Cash

Balance brought forward 01/04/25	
Current Account	-419.29
Business Reserve Account	20,174.23
Liquidity Manager Account	31,237.36
Skipton Building Society	81,600.23
	<u>132,592.53</u>

Plus receipts	31,604.52
Less payments	14,008.18
Balance carried forward 10/07/25	<u>150,188.87</u>

Bank (NatWest)

Current Account	26,026.01	05/06/25
Add receipts/transfer since above statement		

0.00

0.00

Less unrepresented cheques

Approved -4,983.89

For approval -3,410.65

-8,394.54

17,631.47 10/07/25

Business Reserve Account	19,587.70	02/05/25
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Add receipts/transfer since above statement

0.00

0.00

Less unrepresented cheques

0.00

0.00

19,587.70 10/07/25

Liquidity Manager Account (35 day)	31,369.47	05/06/25
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Add receipts/transfer since above statement

0.00

0.00

Less unrepresented cheques

0.00

0.00

31,369.47 10/07/25

Skipton Building Society

Community Saver Account	81,600.23	31/03/25
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Add receipts/transfer since above statement

0.00

0.00

Less unrepresented cheques

0.00

0.00

81,600.23 10/07/25

Total bank balances 10/07/25	<u>150,188.87</u>
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Appendix B: Receipts

NatWest Bank plc	£63.56	Gross interest – May, 2025 (LM)
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Appendix C: Payments for approval

Direct Debit	1&1 IONOS	£4.20	Email accounts: July 2025 [A]
Direct Debit	1&1 IONOS	£6.00	Web hosting: June-July 2025 [A]
Cheque No 001680	Cheshire Parish Hall	£40.00	Room hire [B]
Cheque No 001681	E. M. Maddock	£1,316.80	Salary and allowances: July 25 [C]
Cheque No 001682	H.M. Revenue & Customs	£261.49	PAYE payments [D]
Cheque No 001683	Northwich Town Council	£1,347.60	Grounds maintenance, floral displays and watering: June 25 [E]
Cheque No 001684	Cheshire Community Action	£50.00	Membership fee 2025/26 [F]
Standing Order	Cheshire Pension Fund	£384.56	Pension contributions: July 25 [G]

[A] Local Government Act 1972 s.142

[B] Local Government Act 1972 s.111 (Local Government Act 1972 Sch.12 para. 10)

[C] Local Government Act 1972 s.112

[D] The Income Tax (Pay As You Earn) Regulations 2003 s.67G

[E] Public Health Act 1875 s.164; Local Government Act 1972 Sch. 14 para.27; Local Government Act 1972 s.144

[F] Local Government Act 1972 s.143(1)(a)

[G] Pension Act 2008 s.3

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Appendix D: Planning updates

Recent planning decisions

25/1269/TPO	1 Mere Court, Chelford. SK11 9EB Removal of TPO Yew tree (T3) to increase light levels and improve health of surrounding trees and plant life. DECISION: Consent for works in TPO with conditions (01/07/25)
25/1400/FUL	25 Astle Court, Dixon Drive, Chelford. SK11 9BU New disabled ramp access to new enlarged door entrance and side pane and adjustment to existing canopy. DECISION: Approved with conditions (06/06/25)
25/1648/TPO	The Grange, 5 Grangewood Drive, Chelford. SK11 9BY T1 (Leylandii) Fell – Very large Leylandii, top heavy in nature located in the rear garden and overhanging Knutsford Road. Tree has a very low splitting codominant stem that appears to be pulling away. Tree is in danger of failing across the road. DECISION: Consent for works in TPO with conditions (01/07/25)
25/1827/HOUS	Mere Hills House, Pepper Street, Chelford. SK11 9BE Erection of carport and associated hardstanding and landscaping. DECISION: Approved with conditions (04/07/25)
25/2042/PRIOR-3MA	Sirius House, Alderley Road, Chelford. SK11 9AP Prior approval for change of use of the former offices (Use Class E) to 4no 1-Bed self-contained flats (Use Class C3). DECISION: Prior approval granted with conditions (27/06/25)

Outstanding planning applications

25/0792/DSC	Cheshire East Leisure Amenity Land North of the Cattle Market, Dixon Drive, Chelford. SK11 9AX Discharge of condition 16 on approved application 18/0171M - Demolition of all existing structures and buildings, remediation of the site and the erection of a residential led mixed use development comprising 89 no residential dwellings (use class C3) and 140 sq m (1,500 sq ft) of business floorspace (use class B1) together with landscaping, access points from Dixon Drive, car parking, an acoustic fence and associated infrastructure.
25/1432/FUL	Willow Glade, Peover Lane, Chelford. SK11 9AJ Single dwelling to replace existing outbuilding.
25/1234/FUL	Land off Knutsford Road, Knutsford Road, Chelford. Construction of 20 dwellings and associated works.
25/1354/HOUS	The Police House, Oak Road, Chelford. SK11 9AY Erection of two storey extension to side and rear elevations, erection of single storey extension to front elevation, replacement of existing flat roofs on single storey elements with pitched roofs and render to single storey element on front elevation.

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- 25/1575/FUL Woodhouse Stables, Carter Lane, Chelford. SK11 9BD
Part demolition of existing building and replacement with a new build dwelling and attached garage. (Note property not within Parish.)
- 25/1584/FUL Land East of Chelford Station, Chelford.
Full planning application for the erection of 104 dwellings with landscaping and sustainable drainage, vehicular access of Knutsford Road, public open space including play space, and a non-vehicular link to Dixon Drive.

Outstanding planning appeal

- 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.

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Appendix E: Updates relating to projects identified by Parish Council

1. Ensure walking provision is considered when strategic plans for Green Spaces are developed.
UPDATE: New pathway at Chelford Activity Park under review with respect to position and design.
ACTION: Item to be discussed at agenda item 8(b)(ii).
2. Consider inclusion of fitness trail when preparing plans for the refurbishment of Chelford Activity Park.
UPDATE: Position of proposed fitness trail and outdoor gym equipment at Chelford Activity Park under review.
ACTION: Item to be discussed at agenda item 8(b)(iii).
3. Consider provision of additional benches within Green Spaces.
UPDATE: Picnic benches to be installed at Mere Court Park (date unknown).
Bench provision at Chelford Activity Park to be reviewed following finalisation of pathway route. (One bench may need to be relocated to accommodate the pathway.)
ACTION: Benches to Chelford Activity Park to be discussed at agenda item 8(b)(iii).
ACTION: Clerk continue to follow up progress for installation work at Mere Court Park.
4. Repair and refurbish brick bus passenger shelter at Knutsford Road
UPDATE: Initial maintenance work completed. Detailed survey planned to identify any repairs required to the shelter and consider options to improve the appearance and amenity of the shelter (e.g. installation of information boards, review of internal furniture, etc.).
ACTION: Item to be discussed at agenda item 9(a).
5. Renovate and re-purpose red telephone kiosk at Chelford Roundabout.
UPDATE: Quotations being sought for renovation work. Consideration to be given to possible future uses of the kiosk.
ACTION: Item to be discussed at agenda item 9(b).
6. Replace and re-purpose red telephone kiosk at Knutsford Road.
UPDATE: Replacement kiosk being sourced together with quotations and permissions for installation. Consideration to be given to possible future uses of the kiosk particularly given the location and limited access to the potential asset.
ACTION: Clerk to follow up on liaison with landowner.
7. Review of floral displays (content)
UPDATE: Routine weeding added to the 2025/26 floral display contract.
ACTION: Review of floral display contract to be carried out at a future meeting.
8. Review of floral displays (provision of additional displays)
UPDATE: Consideration to be given to viability and sustainability of possible additional floral display locations.
ACTION: Review of floral displays to be carried out at a future meeting.
9. Identification and review of problematic areas for dog poo
UPDATE: Dog poo bag dispensers installed at four locations and filled with bags. A period of monitoring, to identify usage and impact, is being undertaken. Public feedback following the installation of the dispensers has been very positive.
ACTION: Clerk to continue to monitor dog poo bag usage and report to Council.
10. 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

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brought to the attention of The Hub. Grant of £710 provided for replacement shed. The Parish Council will continue to forward relevant funding opportunities to The Hub and to respond to requests for support as required.

ACTION: Update to be provided at agenda item 6(d).

11. 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: To be considered at a future meeting.
12. Consider holding an event to address vegetation overhanging footways and encourage a sense of collective community responsibility
UPDATE: Articles periodically included within the newsletter reminding residents to ensure their boundary hedges and other vegetation are not obstructing the footways. Consider the viability of the suggested event, if still required, in the autumn.
ACTION: To be considered at a future meeting.
13. 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. Parish Council may wish to consider inviting a representative of the campaign to speak to the Parish Council and/or a public meeting.
ACTION: Item to be discussed at agenda item 9(d).
14. 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 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: Clerk to add public rights of way information to the Parish Council website. Report public rights of way issues to Cheshire East Council when received.
15. 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. Undertake periodic reviews to establish whether there are significant litter issues requiring attention.
ACTION: To be considered at a future meeting.
16. 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). Consider including reminder information in future newsletter.
ACTION: To be considered at a future meeting.
17. 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. Residents invited to the Annual Parish Meeting to share local issues.
ACTION: Item to be discussed at agenda item 9(e).

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18. 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 be determined following review of floral displays (see projects 7 and 8).

19. 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. Discussion concluded to take no further action at this time.

ACTION: None at this time.

20. 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: Parish Council will continue to monitor and report issues as they arise.

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

UPDATE: Notice board has been installed.

ACTION: None.

22. Renovation of notice board at Station Road.

UPDATE: Maintenance work completed.

ACTION: None.

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Appendix F: Updates relating to reported highway matters

1. Overgrown hedge at Knutsford Road
UPDATE: Awaiting response from resident regarding trimming works. Borough Councillor A. Harrison following up.
2. Overgrown footway along Alderley Road
UPDATE: Cheshire East Council advises that this location is included in the routine maintenance programme. Grass mown – June 2025.
3. Request for low level lighting at Dixon Drive
UPDATE: No update.
4. Signs obscured by foliage
UPDATE: Hedge cutting has been undertaken and improved visibility of several signs. Review to be undertaken to identify any signs which remain obscured.
5. 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.
6. Damaged sign at Pepper Street (near junction with Knutsford Road)
UPDATE: Cheshire East Council update: Work complete (16/04/25).
7. Banner at junction of Oak Road with Knutsford Road.
UPDATE: No update.
8. Request for loading bay outside Chelford Surgery, Elmstead Road.
UPDATE: Cheshire East Council response, "The Council will visit Elmstead Road to determine whether parking measures/ loading bay are appropriate and necessary. Your comments will be considered during this assessment. If the assessment concludes that parking measures/loading bay are required, your request will be added to our list of locations for consideration and be prioritised against other locations to form a future works programme. However, please be aware that our current programme for this financial year has already been finalised. We are unable to provide a specific timeframe for when your location will be addressed in a future programme of works due to current budget pressures."
9. Request for 20mph speed limit outside Chelford Primary School, Oak Road.
UPDATE: Cheshire East Council response: "The Council will visit Oak Road to determine whether parking restrictions are appropriate and necessary. Your comments will be considered during this assessment. Our response would be: If the assessment concludes that parking restrictions are appropriate required, your request will be added to our list of locations for consideration and be prioritised against other locations to form a future works programme. However, please be aware that our current programme for this financial year has already been finalised. We are unable to provide a specific timeframe for when your location will be addressed in a future programme of works due to current budget pressures.

The Council will consider your request against the Speed Management Strategy that was approved by the Highways and Transport Committee in 2022, the next steps are:

- Your request will be logged and checked against other requests.
- Cheshire East Highway's Road Safety Team will consider and review the site, the first step in the review process is a desk top evaluation of the location to develop a priority score. Where possible, for high scoring sites, a high-level indicative cost for the suspected solution will be developed to help prioritisation. Resources permitting, this is expected to be undertaken within 1 month of receipt of the enquiry.

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- In reviewing your request, the team will work with partner organisations to assess any issues in the locality.
 - If the location/s would benefit from educational or enforcement measure/s, one of the team will contact you.
 - You will be notified of the outcome of the assessment including if it is being considered for future funding.
 - Requests for speed management measures are prioritised for funding across the Borough annually for development.
 - Upon prioritisation, further investigations will be undertaken to understand the measures to be introduced and revise the likely costs.
 - The measures that may be introduced could range from signing and lining to amendments to the road layout. This wide range of solutions will dictate the feasibility and affordability of any proposals within the available budgets.
 - If sites are then identified as feasible and selected for funding, they will be included in the following year's annual works programme and key stakeholders will be kept informed throughout the process, this may include any statutory consultation that is required to implement.
10. Crack on Knutsford Road (eastbound carriageway) at railway bridge
UPDATE: No update
11. Deteriorating condition of bridges (2) at Holmes Chapel Road
UPDATE: Cheshire East Council response, "We had a full principal inspection on both of these structures in May 2024. (A Principal Inspection is a full inspection, to within touching distance of all the bridge elements). There is no cause for concern with regards to the structural integrity and stability of these structures. North requires some routine maintenance including the removal of vegetation and silt from the invert and they both would benefit from some repointing works throughout. However, these are minor maintenance actions and wouldn't be anything to indicate anything more sinister. The maintenance actions will be programmed for this financial year, when we have resources."
12. Pothole on Dixon Drive (between Woodland Close and Millbank Close)
UPDATE: Pothole filled.
13. Damage to pavement from tree (pathway near to Surgery)
UPDATE: No update

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Appendix G: Highway Priorities

Immediate priorities:

1. Review of zebra crossing at Knutsford Road
UPDATE: Continue to log incidents at the crossing and lobby for crossing improvements.
ACTION: Continue to lobby for improved lighting at the crossing to increase the visibility of pedestrians. Monitor outcome of planning application 25/1234/FUL which proposes to provide a puffin crossing.
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: The Parish Council will continue to lobby for action in order to reduce the number of 'near-miss' incidents at the junction and reduce the impact on traffic flow along Knutsford Road and Oak Road.

High priority issues:

3. Review of options to tackle speeding issues within the Parish
UPDATE: Community speed watch now resumed. Potential for average speed cameras to be assessed when initial pilot scheme at Plumley has been completed.
ACTION: Provision of new speed indicator devices to be discussed at agenda item 10(c).
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: To monitor the condition of the footway and report arising defects to Cheshire East Council for attention.
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: To monitor the condition of the footway and report arising defects to Cheshire East Council for attention.
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: Continues 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

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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: Continue to monitor and raise issues to Cheshire East Council as necessary.

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.
The Parish Council continues to press for re-instatement work to be carried out. The issue has also been raised with David Wilson Homes.
ACTION: Issue to be discussed at agenda item 10(d).
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 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: To monitor progress to repair defective columns.
10. Installation of village gateways
UPDATE: Cheshire East Council plans to refresh the slow markings through the village, install some dragon's teeth lining at the start of the speed limit change into the village and also install a 30mph roundel at the speed limit change, however, the proposed gateway signs do not fall within the scope of items for which Ward Member budgets can be spent. These, therefore, are not being completed as part of the above work. Village gateway proposals being developed following discussion at January 2025 Parish Council meeting.
ACTION: Issue to be discussed at agenda item 10(e).
11. Removal of redundant signage
UPDATE: David Wilson Homes has apologised for the oversight in leaving the signage in place and has removed the signage. 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 the relevant organisation.
12. Install more robust bollards at Dixon Drive (no through road point near Galloway Grange)
UPDATE: The Parish Council continues to press for improvements to the bollards and for signage to alert motorists for need for access for emergency vehicles.
ACTION: Follow up on requests for improvements to bollards and request for no-parking signs.
13. Enforcement of hedge/shrub/tree cutting adjacent to footways
UPDATE: Individual issues reported to Cheshire East Council as required.
ACTION: Continue to monitor and report issues as necessary.
14. Installation of rumble strips
UPDATE: Parish Council to consider possible locations and desirability of rumble strips.
ACTION: Issue to be considered at a future meeting.