

Chelford Parish Council

Notice of Parish Council Meeting

Date: Thursday 12th February, 2026

Time: 7:30p.m.

Venue: The Hub, Elmstead Road, Chelford.

E.M.Maddock

Dr. E. M. Maddock PSLCC, Clerk & Responsible Financial Officer.

Dated 7th February, 2026

In order to keep councillors and other members of the public safe, please do not attend the meeting if you are feeling unwell for any reason or if you have been in contact with anyone who has Covid, flu or Covid/flu symptoms.

All attendees will be expected to respect social distancing preferences of other attendees.

Agenda

To Members of Chelford Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

- 1. Apologies for absence**
- 2. Declarations of Interest**
 - (a) To receive Declarations of Interest in any items on the agenda.
- 3. Public Forum for Questions**
 - (a) To receive questions from members of the public.
 - (b) To receive a summary of issues raised via the Parish Council social media account.
- 4. Cheshire East Ward Member: Cllr. A. Harrison**
 - (a) To receive a report on items of interest to the Parish Council.
- 5. Minutes**
 - (a) To approve the Minutes of the Parish Council meeting held 8th January, 2026 as a correct record and approve signing by the Chairman.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2025/26 as at 12th February, 2026 (Appendix A).
 - (b) To note receipts listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To approve the actions of the Clerk in transferring £5,000 from the Business Reserve Account to the Current account.
 - (e) To approve the 2026/27 Service Level Agreement relating to:
 - i. Grounds maintenance at Chelford Activity Park [Year 3 of contract term] (£22.50 per visit increase for grass cutting/maintenance work, £6.50 per visit increase in litter disposal costs.)
 - ii. Floral displays and watering within Parish [Year 2 of contract term] (No change to annual cost).

Chelford Parish Council

7. Planning and Licensing Matters

- (a) To receive and consider recent planning decisions issued by Cheshire East Council in respect of development within the Parish and any updates relating to outstanding applications. (Appendix D)
- (b) To consider the following planning applications:
 - i. 26/0284/HOUS: 11 Millbank Close, Chelford. SK11 9SJ
Single storey rear extension and associated alterations.
 - ii. 26/0292/TPO: 4 Grangewood Drive, Chelford. SK11 9BY
T1 - Western Red Cedar - Reduction in height by circa 7 metres. Tree in question has a very exposed twin-stemmed top section susceptible to windloading. Tree is in close proximity to the property. Client is keen to reduce the trees sail effect and preserve the tree.
 - iii. Any planning applications received following the issue of the agenda may be included for discussion if required.
- (c) To consider the following Street Trading Renewal application:
 - i. Business: Cheshire Dough: Sale of wood fired pizza; coffee and hot drinks; hot and cold snacks from a mobile trading unit at Chelford Parish Hall, Knutsford Road, Chelford. Trading periods: Friday (4p.m. – 8p.m.), Saturday (4p.m. – 8p.m.), Sunday (9a.m. – 1p.m.).

8. Chelford Activity Park

- (a) To receive a summary of issues identified during routine inspections of the site.
- (b) To receive an update relating to the delivery of the refurbishment work and associated phase one remedial work.
- (c) To receive and consider matters relating to issues raised in the latest safety inspection.

9. Parish Council projects

- (a) To receive an update relating to proposed village gateways.
- (b) To receive the year one update relating to dog poo bag dispenser use.
[Total bags used: 4,999. Dixon Drive (near Millbank Close) – 12.7%; Dixon Drive (near Galloway Grange) – 54.0%; Highland Drive – 7.4%; Oak Road – 25.9%]
- (c) To note that bench refurbishment work at Mere Court Park is due to commence in March, 2026.
- (d) To note that refurbishment of the red telephone kiosk at Chelford roundabout is due to commence in March, 2026.
- (e) To receive an update relating to the proposed new litter bin at Dixon Drive.
- (f) To receive an update relating to the provision of new picnic benches at Mere Court Park.
- (g) To consider options for the provision of a Christmas tree at Chelford roundabout.
- (h) To consider a possible option relating to improved bike track provision at Chelford Activity Park.

10. Highway matters

- (a) To receive updates on previously reported highway defects.
- (b) To receive new highway defects for attention from Members.
- (c) To receive an update relating to the refresh / additional white line painting proposed for Knutsford Road.
- (d) To receive an update relating to the parking review at Dixon Drive.
- (e) To note the following road closure notices:
 - i. Holmes Chapel Road from junction with Congleton Lane to junction with Chelford roundabout.

Chelford Parish Council

18th - 20th February, 2026 to enable Cheshire East Highways to carry out footway siding out work.

- ii. Knutsford Road from junction with Oak Road to junction with Dixon Drive.
3rd - 4th March, 2026 to enable Cheshire East Highways to carry out retexturing work.
- iii. Oak Road from junction with Knutsford Road to junction with Robin Lane.
3rd - 4th March, 2026 to enable Cheshire East Highways to carry out retexturing work.

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 (17/02/26, 6pm, online). Topic: Cheshire East Public Health Update and Transformation Plan. [Note: meeting for 20/01/26 was cancelled]
 - ii. Peak Cluster: [Phase 1 consultation](#).
[Proposed pipeline scope area does not include Chelford parish, however, if the scheme proceeds there may associated matters (e.g. transport routes) which impact the Parish.]
 - iii. Enterprise Cheshire and Warrington: Invitation to rural needs analysis online consultation event. (26/02/26)

12. Community Matters

- (a) To receive a report from the Chelford Ward Policing Team on matters of interest or concern within the Parish.
- (b) To receive an update on community speed watch activities.
- (c) To receive and consider updates relating to broadband upgrades within Parish.
- (d) To receive an update from the Chelford Edging Group.

13. Matters for inclusion on next/future meeting agenda

14. Date of next meeting: Thursday 12th March, 2026 at 7:30p.m. at The Hub.

15. 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.
- (b) Matters for consideration including those transferred from above items (as required).
 - i. Matters relating to the allocation of s106 community facilities funds.
 - ii. Matters relating to asset management.

E.M.Maddock

Dr. E. M. Maddock PSLCC, Clerk & Responsible Financial Officer. Dated 7th February, 2026

Chelford Parish Council

Appendix A: Financial statement

Financial Statement – 2025/26 as at 12 th February 2026					
Actual 2024/25 £	Details	2025/26 Budget £	Actual to Jan. 26 £	Agenda Feb. 26 £	Budget Balance £
	Receipts				
50,949.00	Precept	53,587.00	53,587.00		0.00
0.00	Balances	5,000.00	0.00		0.00
3,951.23	Investment interest	0.00	1,981.94	614.30	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	100.00		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		3,960.97
65,125.69	Total receipts	60,212.00	59,934.38	614.30	3,960.97
	Payments				
15,263.88	Salary (Clerk)	16,931.00	14,703.00	1,470.30	757.70
891.45	National Insurance (Employer)	1,655.00	1,626.21	162.62	-133.83
3,373.29	Pension contributions (Employer)	3,462.00	3,161.12	316.11	-15.23
785.41	Allowances (Clerk)	1,000.00	840.15	69.97	89.88
227.34	Administration	350.00	24.70		325.30
0.00	Chairman/Member allowances	0.00	0.00		0.00
579.00	Audit fees (internal & external)	590.00	593.00		-3.00
731.92	Insurance	1,000.00	0.00		1,000.00
70.00	Donations (inc. s.137)	370.00	1,158.22		-788.22
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	98.47	46.73	234.80
98.00	Website	146.00	86.50	31.98	27.52
293.00	Professional services	2,155.00	355.00		1,800.00
0.00	Advertising	100.00	0.00		100.00
636.72	Subscriptions/affiliation fees	670.00	614.66	47.00	8.34
355.00	Room hire	420.00	335.00		85.00
195.00	Training	550.00	70.00	102.00	378.00
7,685.96	Chelford Activity Park maintenance	9,420.00	9,738.01	100.00	-418.01
2,697.50	Chelford Village maintenance	6,035.00	3,165.70		2,869.30
10,932.92	Assets – purchase	5,000.00	5,500.00		-500.00
440.34	Assets – maintenance	3,800.00	594.17		3,205.83
0.00	Community Events	500.00	0.00		500.00
0.00	Contingency	1,000.00	100.00		900.00
4,265.44	VAT		3,916.83	44.14	
51,938.11	Total payments	60,212.00	46,803.19	2,390.85	14,978.93

Cash/Bank reconciliation	01/04/25	08/01/26	12/02/26	31/03/26
Balance B/Fwd	132,592.53	132,592.53	145,723.72	143,947.17
Add total receipts	60,212.00	59,934.38	614.30	3,960.97
Less total payments	60,212.00	46,803.19	2,390.85	14,978.93
Balance C/Fwd	132,592.53	145,723.72	143,947.17	132,929.21
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/25	08/01/26	12/02/26	31/03/26
General funds	61,949.57	80,277.68	45,101.65	34,083.69
Earmarked reserves	70,642.96	65,446.04	98,845.52	98,845.52
	132,592.53	145,723.72	143,947.17	132,929.21

Chelford Parish Council

Cash/Bank Reconciliation as at 12th February, 2026

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	60,548.68
Less payments	<u>49,194.04</u>
Balance carried forward 12/02/26	<u>143,947.17</u>

Bank (NatWest)

Current Account	5,855.68	05/01/26
------------------------	----------	----------

Add receipts/transfer since above statement		
	<u>5,000.00</u>	
	5,000.00	
Less unrepresented cheques		
Approved	-4,125.72	
For approval	-2,390.85	
Less payments already issued	<u>0.00</u>	
	<u>-6,516.57</u>	
	4,339.11	12/02/26

Business Reserve Account	16,079.94	05/01/26
---------------------------------	-----------	----------

Add receipts/transfer since above statement		
	<u>-5,000.00</u>	
	-5,000.00	
Less unrepresented cheques		
	<u>0.00</u>	
	<u>0.00</u>	
	11,079.94	12/02/26

Liquidity Manager Account (35 day)	31,781.13	05/01/26
---	-----------	----------

Add receipts/transfer since above statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
	<u>0.00</u>	
	<u>0.00</u>	
	31,781.13	12/02/26

Liquidity Manager Account (95 day)	15,146.76	15/01/26
---	-----------	----------

Add receipts/transfer since above statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
	<u>0.00</u>	
	<u>0.00</u>	
	15,146.76	12/02/26

Skipton Building Society

Community Saver Account	81,600.23	31/03/25
--------------------------------	-----------	----------

Add receipts/transfer since above statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
	<u>0.00</u>	
	<u>0.00</u>	
	81,600.23	12/02/26

Total bank balances 12/02/26	<u>143,947.17</u>	
------------------------------	-------------------	--

Chelford Parish Council

Appendix B: Receipts

NatWest Bank plc	£13.40	Gross interest: Oct. 2025 (BR)
Skipton Building Society	£161.48	Gross interest: Oct. 2025
NatWest Bank plc	£11.46	Gross interest: Nov. 2025 (BR)
Skipton Building Society	£156.27	Gross interest: Nov. 2025
NatWest Bank plc	£13.64	Gross interest: Dec. 2025 (BR)
NatWest Bank plc	£58.22	Gross interest: Dec. 2025 (LM35)
NatWest Bank plc	£38.35	Gross interest: Dec. 2025 (LM95)
Skipton Building Society	£161.48	Gross interest: Dec. 2025

Appendix C: Payments for approval

Cheque No 001711	Northwich Town Council	£60.00	Grounds maintenance: Dec. 25 [A]
Cheque No 001712	Cheshire Association of Local Councils	£25.00	Training fee [B]
Cheque No 001713	E. M. Maddock	£1,298.95	Salary and allowances: Feb. 26 [C]
Direct Debit	H.M. Revenue & Customs	£323.07	PAYE payments [D]
Standing Order	Cheshire Pension Fund	£396.98	Pension contributions: Feb. 26 [E]
Direct Debit	1&1 IONOS	£28.18	Email accounts: Jan. 26 and domain fee [F]
Direct Debit	1&1 IONOS	£6.00	Web hosting: Jan. – Feb. 26 [F]
Direct Debit	1&1 IONOS	£4.20	Email accounts: Feb. 26 [F]
Direct Debit	npower	£49.07	Electricity charges: Sep – Dec. 25 [G]
Cheque No 001714	Northwich Town Council	£60.00	Grounds maintenance: Jan. 26 [A]
Cheque No 001715	SLCC Enterprises Ltd	£92.40	Training fee [B]
Cheque No 001716	JRB Enterprises Ltd	TBC	Dog poo dispenser bags [H]
Cheque No 001717	Zurich Municipal	TBC	Insurance premium 2026/27 [I]
Direct Debit	Information Commissioners Office	£47.00	Data protection fee 2026/27 [J]

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

[B] Local Government Act 1972 s.111

[C] Local Government Act 1972 s.112; Local Government Act 1972 s.111

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

[E] Pension Act 2008 s.3

[F] Local Government Act 1972 s.142

[G] Parish Councils Act 1957 s.3

[H] Local Government and Rating Act 1997 s.31

[I] Employers' Liability (Compulsory Insurance) Act 1969 s.1; Local Government Act 1972 ss.114 & 140

[J] The Data Protection (Charges and Information) Regulations 2018 s.2

Chelford Parish Council

Appendix D: Planning updates

Recent planning decisions

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. DECISION: Approved with conditions (Strategic Planning Board – 28/01/26)
25/3260/TPO	24 Hitchlowes, Chelford. SK11 9SR Group of trees marked as G1 in blue on the sketch plan including 4 juvenile Beech trees and 1 established larch: pruning back of the row of trees behind number 24 Hitch Lowes by up to 2m where necessary, at some points it will be less than 1'. trees were planted when the properties were built, then ownership/management was transferred to a subsidiary company which has since closed, therefore the trees are unmanaged. the customer would like them pruned back to the boundary to reduce leaf cover of the property and increase aesthetics. DECISION: Consent for works in TPO with conditions (23/01/26)
25/3895/PIP	Swiss Cottage, Stubby Lane, Nether Alderley. SK10 4SZ Construction of one dwelling. DECISION: Refused (30/01/26)
25/4233/FUL	Westminster House, Knutsford Road, Chelford. SK11 9AS Erection of a glazed extension to the rear of the existing building. DECISION: Approved with conditions (06/01/26)
25/4317/HOUS	5 Robin Lane, Chelford. SK11 9AZ Side and rear single storey extension, loft conversion with dormer and hipped to gable roof extension, demolition of existing garage and single storey extension and construction of home office / storage shed. DECISION: Approved with conditions (23/01/26)

Outstanding planning applications

25/1234/FUL	Land off Knutsford Road, Knutsford Road, Chelford. Construction of 20 dwellings and associated works.
25/3036/PIP	Land south of Chelford Road, Chelford. SK10 4TA Permission in principle for three to four dwellings.
25/4282/PIP	Roadside House, Knutsford Road, Chelford. SK11 9AS Permission in principle for the construction of up to 5 dwellings.
25/4503/CLEUD	Holly Tree House, Pepper Street, Chelford. SK11 9BE Certificate of existing lawful use for the confirmation of the existing garden as residential garden land.