

CHELFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: THURSDAY 11TH JULY 2019

TIME: 7:30 p.m.

VENUE: CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

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 -

- i) To receive Declarations of Interest in any items on the agenda.

3. MINUTES -

- i) To approve the Minutes of the Parish Council meeting held 13th June, 2019 as a correct record and authorise signing by the Chairman.

4. PUBLIC FORUM FOR QUESTIONS -

5. REPORTS FROM EXTERNAL ORGANISATIONS -

- i) Gawsworth & Chelford Wards Policing Team -
 - a) Report on matters of interest / concern within the Parish.
 - b) Chelford Ward Cluster Meeting - 9th July, 2019. (GW)
- ii) Cheshire East Ward Member Cllr. M. Asquith - Report on items of interest to the Parish Council.

6. FINANCE -

- i) To receive and consider the Financial Statement 2019/20 as at 11th July, 2019. (Appendix A)
- ii) To authorise the following payments -

a) Direct Debit	1&1 IONOS	£1.00	Email account fee - July 2019.
b) Cheque No. 001302	E. M. Maddock	£790.07	Salary - July, 2019 & Expenses.
c) Cheque No. 001303	H.M. Revenue & Customs	£6.06	National Insurance Contributions.
d) Cheque No. 001304	Greenfingers Landscape Ltd.	£205.99	Chelford Activity Park Maintenance - June 2019.
e) Cheque No. 001305	Northwich Town Council	£342.00	Floral Displays.
f) Cheque No. 001305	Northwich Town Council	£337.20	Refurbishment of two benches at Mere Court Park.
g) Cheque No. 001306	Wem Town Council	£84.00	Training Session - Clerk.
- iii) To note the following receipts since the last meeting -
 - a) H.M. Revenue & Customs
 - £1,022.16 VAT Reclaim 2018/19.
- iv) To receive a request from a group of residents for a funds to be allocated for the purchase of verge maintenance equipment.

7. CORRESPONDENCE -

- i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto -
 - a) Resident - Complaint about vehicle parking along Knutsford Road.
 - b) Knutsford Town Council - Mayor of Knutsford Cycle Tour of East Cheshire - 21st September 2019.
 - c) Chelford CE Primary School - Request for Parish Council to approach Cheshire East Council to request a sign to be erected on Knutsford Road identifying the location of the school.
- ii) To note correspondence received since the date of the last ordinary meeting. (Appendix B)

8. PLANNING -

- i) Applications for consideration -
 - a) 19/2324M - Certificate of lawful proposed development of leisure building - Astle Hall, Holmes Chapel Road, Chelford. SK11 9AQ
[Note: This is not a planning application and will not be determined on the planning merits of the case rather, the application is a legal determination which seeks clarification that the development/use is lawful]

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in planning terms. The only relevant comments relate to the accuracy of the facts contained within the application.]

- b) 19/2513M - Delivery of watersports and Outdoor Activity Centre on the North Lake of the former Mere Farm Quarry, including new vehicular access, car parking and multi-use building - Former Mere Farm Quarry, Chelford Road/Alderley Road, Nether Alderley, Cheshire. SK10 4SZ
- c) 19/2785M - Internal alterations and fenestration amendments to previously extended dwelling - 5 Chapel Croft, Chelford. SK11 9SU
- d) Any applications received following issue of Agenda will be included for consideration.

9. NEIGHBOURHOOD PLAN -

- i) To receive an update on the present position.

10. ASSETS -

- i) Chelford Activity Park -
 - a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.
 - b) Annual RoSPA inspection report -
 - i) To receive an update regarding query raised about the scope of the report.
 - ii) To receive and consider the content of the RoSPA inspection report and determine actions required in relation thereto.
 - c) To receive booking requests for use of facilities at Chelford Activity Park.
- ii) Street Furniture -
 - a) Floral Display Planters -
 - i) To note that the existing planters have been re-planted for the summer season.
 - ii) To note the theft of plants from a planter at Dixon Drive.
 - iii) To receive an update relating to the provision of replacement planters.
- iii) Parish Council Email Accounts -
 - a) To note that the new Parish Council email accounts and associated payment arrangements are now operational.

11. HIGHWAY MAINTENANCE & ENHANCEMENTS -

- i) To receive updates in respect of the following outstanding highway matters from/since the previous meeting:
 - a) Hedges, trees and verges:
 - i) Overgrown hedge - Knutsford Road (near railway bridge).
 - ii) Overgrown hedge - Knutsford Road (from junction with Dixon Drive to junction with Mere Court).
 - iii) Overgrown hedge - Knutsford Road (from Chelford Activity Park towards roundabout).
 - iv) Overgrown hedge - Knutsford Road (near to Telephone Exchange).
 - v) Footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive).
 - vi) Verge repairs following water main replacement work along Dixon Drive.
 - b) Carriageways and footways:
 - i) Footway - Dixon Drive - Weeds protruding slurry seal.
 - ii) Hole around gully - Holmes Chapel Road near to The Lodge.
 - iii) Blocked gullies - Knutsford Road (near to roundabout).
 - c) Signage:
 - i) Damaged sign - Alderley Road.
 - ii) Sign condition - Hitch Lowes.
 - iii) Sign condition - Carter Lane - one sign missing, one sign difficult to read.
 - iv) Leaning bridleway signpost at end of Carter Lane.
 - v) Sign missing - Woodlands End.
 - vi) Sign orientation - Holmes Chapel Road at Parish boundary.
 - d) Street Assets:
 - i) Broken Windows (2) in Bus Passenger Shelter - Chelford Road.
 - ii) Unsecured bollard at no through islands on Dixon Drive.

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iii) Damaged wall - Near junction of Station Road with Knutsford Road.

iv) Provision of dropped kerbs within Dixon Drive estate and surrounding area.

ii) To receive highway matters for attention from Members.

12. COMMUNITY -

i) To receive an update relating to the allocation of Section 106 'community facilities' funds associated with the Cricketers Green development.

ii) To receive an update relating to the allocation of Section 106 funds for recreation and indoor sports facilities associated with the Galloway Grange development.

iii) Community Speed Watch - To receive update on activities.

iv) Local Satellite Navigation - To receive an update relating to addressing the incorrect directions provided by satellite navigation systems to drivers accessing the Cricketers Green development.

v) Parish Appearance Improvement Project -

a) To note that the refurbishment of benches at Mere Court Park has been completed.

b) To receive an update regarding the proposal for 'Village Gateways'.

c) To consider possible options relating to the replacement of Parish Council notice boards.

d) To consider possible options relating to the suggestion to increase bench provision within the Parish.

e) To receive suggestions for possible further improvement work.

vi) Parish Remembrance Activities -

a) To receive an update from Cheshire East Highways regarding possible provision of large poppies for mounting on street lighting columns and silhouettes for display on Parish highway verges.

vii) Parish Council Profile -

a) To consider possible opportunities to raise the profile of the Parish Council within the community.

b) To receive a suggestion for the Parish Council to support 'a Caring Community in Chelford' through methods such as support for Dementia Friends, Carers Awareness and End of Life Partnership.

c) To receive an update relating to a possible 'community day' within the Parish to promote local organisations.

13. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -

i) Review of Asset Security Arrangements.

ii) Asset Risk Assessment.

iii) Red Telephone Kiosks - Future uses.

iv) Chelford Parish Hall. (Pt. 2 item)

v) Quotation for regular watering of replacement planters.

14. DATE OF NEXT MEETING - Thursday 8th August, 2019 at 7:30p.m. at Chelford Parish Hall.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) 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.

15. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -

(as required)



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

Dated 7th July, 2019.

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APPENDIX A

Financial Statement for 2019/20 as at 11th July 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Jun. 2019 £.	Agenda Jul. 2019 £.	Budget Balance £.
	Receipts				
24,549.00	Precept	31,684.00	15,842.00		15,842.00
0.00	Balances	5,118.00	0.00		0.00
24.39	Investment Interest	0.00	0.00		0.00
0.00	Sale of Assets	0.00	0.00		0.00
6,079.00	Grants, Donations & Refunds	0.00	125.00		0.00
0.00	Contra Income	0.00	0.00		0.00
874.80	V.A.T. Refund		0.00	1,022.16	342.39
31,527.19	Total Receipts	36,802.00	15,967.00	1,022.16	16,184.39
	Payments				
8,393.14	Salary (Clerk)	8,940.00	2,178.42	726.14	6,035.44
31.60	National Insurance (Employer)	0.00	9.72	3.24	-12.96
593.87	Allowances (Clerk)	675.00	156.08	65.75	453.17
0.00	Chairman/Member Allowances	0.00	0.00		0.00
93.34	Administration	250.00	0.00		250.00
350.00	Audit Fees (Internal & External)	375.00	153.00		222.00
818.36	Insurance	1,000.00	0.00		1,000.00
114.62	Sect. 137 Donations	400.00	0.00		400.00
1,001.86	Grants	2,812.00	0.00		2,812.00
65.00	Parish Council Newsletter	360.00	78.00		282.00
0.00	Christmas Trees & Lighting	0.00	0.00		0.00
51.11	Street Lighting (Electric & Repairs)	255.00	15.40		239.60
430.56	Website	60.00	0.00	1.66	58.34
0.00	Professional Services	500.00	0.00		500.00
26.76	Advertising	100.00	0.00		100.00
504.96	Subscriptions/Affiliation Fees	570.00	462.20		107.80
297.50	Room Hire	370.00	0.00		370.00
35.00	Training	360.00	0.00	70.00	290.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	646.99	171.66	4,706.35
570.00	Chelford Village - Maintenance	3,100.00	0.00	566.00	2,534.00
118.00	Asset Maintenance	1,900.00	0.00		1,900.00
475.28	Asset Purchase	8,000.00	20.81		7,979.19
0.00	Contingency	750.00	0.00		750.00
6045.57	Neighbourhood Plan	500.00	22.01		477.99
1,022.16	V.A.T.		180.52	161.87	
23,409.98	Total Payments	36,802.00	3,923.15	1,766.32	31,454.92

Cash/Bank Reconciliation	01/04/19	13/06/19	11/07/19	31/03/20
Balance B/Fwd.	45,690.35	45,690.35	57,734.20	56,990.04
Add Total Receipts	36,802.00	15,967.00	1,022.16	16,184.39
Less Total Payments	-36,802.00	-3,923.15	-1,766.32	-31,454.92
Balance C/Fwd.	45,690.35	57,734.20	56,990.04	41,719.51
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/19	13/06/19	11/07/19	31/03/20
General Funds	18,526.76	30,592.62	30,004.46	14,733.93
Earmarked Reserves	27,163.59	27,141.58	26,985.58	26,985.58
	45,690.35	57,734.20	56,990.04	41,719.51

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CASH/BANK RECONCILIATION AS AT - 11th July 2019

CASH

Balance Brought Forward 01/04/19	
Current Account	24,969.15
Business Reserve Account	20,721.20
Plus Receipts	16,989.16
	<hr/>
	62,679.51
Less Payments	5,689.47
Balance Carried Forward 11/07/19	<hr/> <hr/>
	56,990.04

BANK (Natwest)

Business Reserve Account -	20,721.20		05/04/19
Add income/transfer received since above statement			
	<hr/>	25,000.00	
		25,000.00	
Less unpresented cheques			
	<hr/>	0.00	
		<hr/>	
		0.00	
		45,721.20	11/07/19
Current Account -	14,838.47		05/06/19
Add income received since above Statement			
	<hr/>	0.00	
		0.00	
Less unpresented cheques/ Transfer			
Approved 2018/19	-64.62		
Approved 2019/20	-1,738.69		
For approval	<hr/>	-1,766.32	
		<hr/>	
		-3,569.63	
		11,268.84	11/07/19
Total Bank Balances 11/07/19		<hr/> <hr/>	
		56,990.04	

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APPENDIX B

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 13, 20, 27 June 2019; 4 July 2019.
25/06/19	Introduction to Local Councils - 04/07/19.
25/06/19	Information Commissioner developing further resources for local councils.
26/06/19	Cheshire and Warrington LEP: Local Industrial Strategy Discussion Session - 08/07/19.
26/06/19	Cheshire East Code of Conduct Training - 31/07/19.
	Cheshire East Council -
14/06/19	Alsager Neighbourhood Plan - Regulation 16 Consultation - 14/06/19 - 26/07/19.
19/06/19	Cheshire Police are encouraging shoppers to be vigilant.
28/06/19	Connected Communities Newsletter.
	Cheshire Emergency Services -
24/06/19	Knife Awareness Event - 18 th July, 2019.
25/06/19	Police & Crime Commissioner - Stakeholder Bulletin.
	Rural Services Network -
-	Rural Bulletin - 11, 18, 25 June 2019; 2 July 2019.
-	Rural Funding Digest - July 2019.
	Other Correspondence -
-	Public Sector Executive - 19 June 2019; 3, 5 July 2019.
-	HMRC - 12/06/19 - Government help with childcare costs for your employees; 13/06/19 - Employer Bulletin 78; 14/06/19 - Expenses and benefits for motors and mobiles; 18/06/19 - Government help with childcare costs for your employees; 19/06/19 - Support for completing P11D forms; 21/06/19 - Social functions and employee travel; 24/06/19 - Completing forms P11D and director's payroll; 25/06/19 - Government help with childcare costs for your employees; 01/07/19 - HMRC webinars.
-	Manchester Airport - 14/06/19 - Level 1 Certificate in Exploring the aviation industry.
-	CPRE - 08/06/19 - Campaigns Update.
-	Community & Voluntary Services - e-Bulletin - 14, 21 June 2019; 5 July 2019.
-	Information Commissioner's Office - Newsletter - July 2019.
-	Town & Parish Council Websites - Newsletter - June, 2019.
-	Terrain Safety - 16/06/19 - Health & Safety updates.
-	Cheshire & Warrington Growth Hub Newsletter - 28 June, 2019.
21/06/19	Keep Britain Tidy - Love Parks Week - 12 th -21 st July, 2019.
	Advertisements -
-	07/06/19 - Amberol Ltd. - Photograph competition; 10/06/19 - Primary Care Supplies - Defibrillators; 11/06/19 - Plantscape - Time to start planning festive displays; 12/06/19 - Sutcliffe Play - Home Show 2019; 12/06/19 - Kompan Playgrounds - New range of play structures; 13/06/19 - Playforce - Playground packages for £9,999; 14/06/19 - Calor Rural Community Fund - Three days left to vote; 14/06/19 - Plantscape - Planning festive displays; 17/06/19 - Notice Board Company - 30% off Tempest notice boards; 17/06/19 - Primary Care Supplies - Defibrillators; 17/06/19 - Eibe - New playground ideas for 2019; 19/06/19 - Mallatite - Smart Electric Vehicle Charging Units; 24/06/19 - Kompan Playgrounds - New playground at Betley Village Hall; 25/06/19 - Mallatite Ltd. - LED Traffic Sign Lights; 25/06/19 - Wicksteed - Inclusive play for all; 25/06/19 - Proludic - Funding consultation advice; 26/06/19 - Schoolscapes - Inspiring playgrounds; 26/06/19 - Sutcliffe Play - Springie Seesaw range; 01/07/19 - N Worth Contracting - Maintenance Services available; 01/07/19 - geViews - Self Watering Planters; 02/07/19 - Notice Boards Online - Clearance Sale; 02/07/19 - Scribe - Accounting Packages available; 03/07/19 - Amberol Ltd. - Top tips for Britain in Bloom; 04/07/19 - Playforce - Gym and sports equipment; 04/07/19 - Realise Futures Eco Furniture - Personalise outdoor furniture.