

# CHELFORD PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

THURSDAY 14<sup>TH</sup> FEBRUARY, 2019 at 7:30p.m.

at CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

PRESENT - Councillors: D. Wilson (Chairman), B. Brindley, L. Hunt, B. Affleck, G. Willis.

Members of the Public (4).

Cheshire East Borough Councillor G. Walton.

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

1. **APOLOGIES FOR ABSENCE** - Councillor A. Boon - On holiday.  
Councillor J. Leach - Personal commitment.

2. **DECLARATIONS OF INTEREST** - None.

3. **MINUTES** -

- i) The Minutes of the Parish Council Meeting held 10<sup>th</sup> January, 2019 had been previously circulated to all Members.

008/19 **RESOLVED** a) **That the Minutes of the Parish Council Meeting held 10<sup>th</sup> January, 2019 be confirmed as a correct record and signed by the Chairman.**

Proposed: Councillor B. Brindley

Seconded: Councillor G. Willis

All in favour

4. **PUBLIC FORUM FOR QUESTIONS** -

Two representatives from Chelford Farm Supplies attended the meeting to outline their current plans to develop their business. It was reported that the existing facility did not provide an ideal environment to cater for their increasing online business activity. Several options were being explored regarding the possible relocation of the business, however, it is currently the intention to retain the present site for business uses.

8:05p.m. - Three members of the public excused themselves from the meeting and left.

5. **REPORTS FROM EXTERNAL ORGANISATIONS** -

- i) **Gawsworth and Chelford Wards Policing Team** -

- a) **Report on matters of interest / concern within Parish** - No police officers were available to attend the meeting, however, a written report had been made available which identified that, since 1<sup>st</sup> January 2019, the following incidents had taken place: a burglary at a residential property; two burglaries from sheds; theft from a business; a suspicious person on Alderley Road; anti-social behaviour by a vehicle on Holmes Chapel Road and six vehicles speeding on A535. Dates of forthcoming police surgeries are available on the Parish Council website. Members noted that there had been two road accidents within the Parish since the last meeting.

- b) **Ward Cluster Meeting - 30<sup>th</sup> January, 2019** - Councillor G. Willis reported that he had attended the meeting at which the following matters were discussed:

1. Speeding - including issues relating to agricultural vehicles; the need for more engagement with the farming community; review and promotion of community speed watch.

2. Closure of permissive footpath in Toft. Walkers have objected to the closure, however, this is not directly a Police matter.

3. 101 Telephone Service - this is a good way to communicate non-emergency information to the Police. Help desks are also being set up at local Police stations which will be available during working hours on weekdays.

4. Police Surgeries - efforts are being made to improve the frequency and location of Police surgeries. Garden centres appear to be good locations to improve engagement with the public. Police matters can be shared with communities through local websites.

- ii) **Cheshire East Ward Member Cllr. G. Walton** - Borough Councillor G. Walton reported that the Cheshire East Council budget will be approved at a forthcoming Council meeting. The budget proposes a 2.99% Council Tax increase. Cheshire East Council is presently in a good financial position. Cheshire East Council has featured as the top unitary authority for the number of library books loaned per 1,000 population (4,876), number one in the North West and fifth in the whole of the UK. The busiest library within the Borough is Macclesfield. Cheshire East Council is leading the review of the Manchester Airport Section 106 agreement relating to the construction of Runway 2. The upgrade of the M56 to a Smart Motorway has been delayed.

There will be a meeting in March of the Knutsford Local Area Highways Group when minor works items are to be discussed. Members were asked for suggested projects to submit for consideration along with the suggestion from a resident for the provision of further dropped kerbs within the Dixon Drive estate. Improvements to the zebra crossing on Knutsford Road should be undertaken in the near future. The revised specification has been confirmed and the work will include improvements to the illumination of the crossing together with the installation of coloured, anti-skid road surfacing. The slurry sealing of footways along Dixon

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Drive is due to commence on 27<sup>th</sup> February, 2019.

**DECISION a) That Borough Councillor G. Walton submit a request to the Knutsford Local Area Highway Group for the provision of additional dropped kerbs within the Dixon Drive estate.**

## 6. FINANCE -

### i) Financial Statement 2018/19 as at 14<sup>th</sup> February, 2019. (Appendix A)

Members considered the financial statement 2018/19 which was unanimously accepted.

### ii) To authorise the following payments - the Chairman outlined the basis of the following payments:

a) Direct Debit	E-ON	£13.98	Electricity Charges: 01/10/18 - 31/12/18.
b) Direct Debit	Information Commissioner's Office	£35.00	Data Protection Fee.
c) Cheque No. 001271	E. M. Maddock	£921.24	Salary February 2019 & Expenses.
d) Cheque No. 001273	Greenfingers Landscape Ltd.	£200.00	Ground Maintenance Contract (January 2019).
e) Cheque No. 001274	Robertson & Partners	£237.90	Hedge Cutting - Chelford Activity Park.
f) Cheque No. 001275	Cheshire Community Action	£809.50	Neighbourhood Plan Consultant support.
g) Cheque No. 001276	Came & Company	£818.36	Insurance Premium 2019/20. (See item 6(iv) below)
h) Cheque No. 001277	H.M. Revenue & Customs	£94.25	Income Tax & NI contributions.

Note: Cheque 001272 cancelled.

### iii) Receipts - the Clerk reported that the following receipts had been received since the last meeting:

a) NatWest Bank plc.	£3.32	Gross Interest - October, 2018.
b) NatWest Bank plc.	£3.24	Gross Interest - November, 2018.
c) NatWest Bank plc.	£3.35	Gross Interest - December, 2018.

**009/19 RESOLVED a) That the Statement of Account, as at 14<sup>th</sup> February, 2019 be received and the Chairman's observations duly noted.**

**b) That the schedule of 8 payments be approved and duly authorised.**

**c) That the report on receipts since the last meeting be received and duly noted.**

Proposed: Councillor B. Brindley      Seconded: Councillor L. Hunt      All in favour

### iv) Insurance requirements 2019/20 - The Clerk reported that insurance quotations had been obtained based on existing cover.

**010/19 RESOLVED a) That the insurance quotation from Came & Company in the sum of £818.36 (inclusive of administration fee) be accepted for 2019/20.**

Proposed: Councillor B. Brindley      Seconded: Councillor L. Hunt      All in favour

## 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) Manchester Airport - Invitation to attend update meeting - 5<sup>th</sup> March, 2019.**

**DECISION a) That the Clerk make a booking for Councillor D. Wilson to attend the meeting on behalf of the Parish Council.**

**b) Cheshire East Council - Notification of cancellation of Town & Parish Council Conference 29/01/19.**

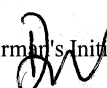
The Clerk reported the event had been cancelled due to inclement weather, however, a revised date had now been provided. The event will now take place on 6<sup>th</sup> March, 2019 in Sandbach.

**DECISION a) That the Clerk make bookings for Councillors B. Brindley and D. Wilson to attend the above event.**

**c) Cheshire East Council - Mayor's Charity Sunday Lunch - 10<sup>th</sup> March, 2019.** The Clerk reported that the booking form and invitation for this event will be circulated for information.

### ii) To note other correspondence received since the date of the last ordinary meeting. (Appendix B)

**DECISION a) That other items of correspondence be received and noted.**



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## 8. PLANNING & LICENSING APPLICATIONS -

### i) Applications for consideration -

- a) 19/0316T - Works to trees - T1 Large Mature Oak. T2 Semi Mature Oak. T3 & T4 Large Mature Hollies. T5 Large over Mature Oak. T6 Large Mature Sycamore. T7, T8 and T9 Mature Norway Maples. T10 Large Mature Holly. T11 Large Dead Cherry. G1 Large Mature Lime and Maples and G2 Large Mature Sycamore - Mere Court Play Area & Open Space, Mere Court, Chelford.

**011/19 RESOLVED a) That the above application be received and be noted as an indication of progress to commence work to refurbish Mere Court Park.**

**b) That no comments be submitted in respect of planning application 19/0316T.**

Proposed Councillor B. Brindley      Seconded: Councillor B. Affleck      All in favour

- b) 17/5297M - Conversion of existing maintenance shed outbuilding comprising alterations and adaption to form single dwellinghouse and associated external works - Maintenance Shed, The Coach House, Peover Lane, Chelford. SK11 9AN

The Clerk reported that notification had been received that the appeal relating to the above planning application was currently scheduled to be heard at an Informal Hearing on 12<sup>th</sup> March, 2019.

## 9. HIGHWAY MAINTENANCE & ENHANCEMENTS -

### i) Updates in respect of the following outstanding highway matters from/since the previous meeting:

- a) Remedial work to zebra crossing on Knutsford Road. Update provided at Item 5(ii).
- b) Damaged sign - Alderley Road. The sign has been sent to the design team for a new design and order. No timescale for completion is currently available.
- c) Query re Traffic Census on Dixon Drive (October 2018). No response had been received.
- d) Zig-zag lines outside Chelford Primary School. No response had been received.
- e) Footway condition within Dixon Drive estate. Update relating to proposed tar slurry sealing. Update provided at Item 5(ii).
- f) Pothole - Knutsford Road, outside The White House. The hole has been marked for repair.
- g) Broken Window in Bus Passenger Shelter - Chelford Road. The window had been repaired, however, a recent spate of vandalism has resulted in the window being broken again. The window is now awaiting a further repair.
- h) Footway siding out - Knutsford Road (from Station to Parish Hall). There is a very limited allocation of funding for siding out works and the footway along Knutsford Road has not been assessed as urgent.
- i) Missing cover on street lighting column on Knutsford Road opposite to Chelford Parish Hall. This work has been completed.
- j) Overhanging hedge - Pathway between Broomfield Close and Barncroft Close. This matter, received from a resident, had been reported to Cheshire East Council and is awaiting assessment.
- k) Overhanging hedge - Knutsford Road (near railway bridge). This matter has been referred to Cheshire East Council and Network Rail for assessment.
- l) Query re Parking on Elmstead Road. There was nothing to report.
- m) Verge repairs following water main replacement work along Dixon Drive. It was reported that a resident had made representations to Cheshire East Council regarding the quality of reinstatement work following the installation of the replacement water main. Remedial work has been programmed for late March/early April, 2019.
- n) Overgrown hedge - Knutsford Road (from junction with Dixon Drive to junction with Mere Court). Councillor D. Wilson reported that he had walked along this stretch and noted that the angle of hedge growth caused an obstruction for taller pedestrians.

**DECISION a) That the Clerk continue to request updates on the above outstanding items from Cheshire East Council.**

**b) That Councillor D. Wilson liaise with Chelford Surgery regarding reported parking issues on Elmstead Road.**

**c) That no further action be taken in respect of items (c) and (d) above.**

### ii) To receive highway matters for attention from Members -

- a) Planted islands at no-through bollards on Dixon Drive. These islands have been left in a poor state following the recent installation of utility infrastructure.
- b) Litter/Dog Waste Bins. It was suggested that information should be sought as to the criteria used by Cheshire East Council for the provision of litter/dog waste bins.

**DECISION a) That the Clerk report the above issue to Cheshire East Council.**

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## 10. COMMUNITY -

- i) **Updates relating to the process for allocating Section 106 'community facilities' funds associated with the Cricketers Green Development** - Councillor D. Wilson reported that notification had been received that the officer responsibility for this issue was changing due to the need to progress other departmental priorities.

**DECISION** a) That the Clerk request an update on progress on the above matter.

- ii) **Community Speed Watch** - The Clerk reported that approval from the Police for the proposed speed gun had now been received, therefore, arrangements will be made for a speed watch training event to take place in the near future.
- iii) **Parish Appearance** - Councillor D. Wilson reminded Members to forward suggestions to the Clerk for possible maintenance/repairs/improvements which could be made to improve the appearance of the Parish.
- iv) **Newsletter** - Members considered the draft newsletter which had been previously circulated. Quotations were also presented for the printing of the newsletter.

- 012/19 **RESOLVED** a) That the content of the newsletter be approved subject to the addition of a sentence relating to the village improvement project.
- b) That the Clerk arrange for the newsletters to be printed at a cost of £78.00.
- c) That the distribution of the newsletters be undertaken by Members in the coming weeks.

Proposed: Councillor L. Hunt

Seconded: Councillor B. Affleck

All in favour

- v) **Friends of Chelford Station** - Councillor D. Wilson reported that Friends of Chelford Station had received a Highly Commended award in the 'Cheshire East Award' category at the recent Cheshire Best Kept Station Awards.

## 11. ASSETS -

- i) **Chelford Activity Park - Maintenance & Management -**

a) **Routine Inspections of Chelford Activity Park** - Councillor A. Boon was not present at the meeting to report. The Clerk reported that the overflowing bin had been emptied earlier today. Councillor B. Brindley reported that the mole issue within the play area had been resolved. Councillor D. Wilson suggested that the MUGA should be cleaned in the spring.

- ii) **Chelford Activity Park - Update on Facility Bookings** - The Clerk reported that a request had been received from David Wilson Homes to erect advertising signage on the grass splay. There were a number of sign sizes available, however, it was proposed that the signage would be in situ for between 30 and 36 months.

- 013/19 **RESOLVED** a) That the request for the installation of advertising signage be refused on the basis that the intended purpose of the parcel of land is a visibility splay and would create an unwelcome precedent.
- b) That the Clerk notify David Wilson Homes of the above resolution of the Council.

Proposed: Councillor D. Wilson

Seconded: Councillor B. Brindley

All in favour

## 12. NEIGHBOURHOOD PLAN -

- i) **Regulation 15 Update** - Councillor D. Wilson reported that the requirements of Regulation 15 had been completed.
- ii) **Regulation 16 Update** - Councillor D. Wilson reported that the Regulation 16 consultation was due to close on 8<sup>th</sup> March, 2019. A small number of responses had already been received and are available to view on the Cheshire East Council website.
- iii) **Chelford Neighbourhood Plan financial statement as at 14<sup>th</sup> February, 2019** - Members considered the Neighbourhood Plan financial statement (Appendix C) which was unanimously accepted. The Clerk advised that, in order to maximise the grant funding available, it would be necessary to apply for a variation to the grant budget.

- 014/19 **RESOLVED** a) That approval be given for the Clerk to request a variation to the grant budget.

Proposed: Councillor B. Affleck

Seconded: Councillor B. Brindley

All in favour

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

- i) Review of Asset Security Arrangements.
- ii) Asset Risk Assessment.
- iii) Red Telephone Kiosk - Future Uses.

## 14. DATE OF NEXT MEETING - Thursday 14<sup>th</sup> March, 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.

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**015/19 RESOLVED a) That the Public and Press be excluded from the remainder of the Meeting on the grounds that it could involve the likely disclosure of exempt information.**

Proposed: Councillor D. Wilson


Seconded: Councillor B. Brindley

All in favour

9:23p.m. - One member of the public and Borough Councillor G. Walton excused themselves from the meeting and left.

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

i) **Chelford Parish Hall** - The Clerk provided a verbal report to Members the content of which was duly noted.  
The Meeting was declared closed by the Chairman at 9:25p.m.

Signed: ..........

Approval Date - 14<sup>th</sup> March, 2019

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## APPENDIX A

Financial Statement for 2018/19 as at 14 February 2019					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to Jan. 2019 £.	Agenda Feb. 2019 £.	Budget Balance £.
<b>Receipts</b>					
22,485.00	Precept	24,549.00	24,549.00		0.00
0.00	Balances	0.00	0.00		0.00
5.05	Investment Interest	0.00	4.94	9.91	0.00
0.00	Sale of Assets	0.00	0.00		0.00
7,542.99	Grants, Donations & Refunds	5,259.00	5,079.00		180.00
0.00	Contra Income	0.00	0.00		0.00
652.26	V.A.T. Refund (16/17)		874.80		986.26
<b>30,685.30</b>	<b>Total Receipts</b>	<b>29,808.00</b>	<b>30,507.74</b>	<b>9.91</b>	<b>1,166.26</b>
<b>Payments</b>					
7,708.58	Salary (Clerk)	7,962.00	6,995.62	698.76	267.62
161.48	National Insurance (Employer)	0.00	27.99	1.81	-29.80
580.73	Allowances (Clerk)	650.00	492.96	43.21	113.83
0.00	Chairman/Member Allowances	0.00	0.00		0.00
31.36	Administration	210.00	0.00	79.42	130.58
248.00	Audit Fees (Internal & External)	360.00	350.00		10.00
788.81	Insurance	1,750.00	0.00	818.36	931.64
592.36	Sect. 137 Donations	450.00	50.00		400.00
150.00	Grants	2,380.00	1,001.86		1,378.14
50.00	Parish Council Newsletter	100.00	65.00		35.00
0.00	Christmas Trees & Lighting	300.00	0.00		300.00
80.78	Street Lighting (Electric & Repairs)	190.00	37.80	13.31	138.89
1,345.04	Website	482.00	0.00		482.00
570.00	Village Planters	600.00	570.00		30.00
0.00	Professional Services	300.00	0.00		300.00
0.00	Advertising	75.00	26.76		48.24
494.85	Subscriptions/Affiliation Fees	555.00	469.96	35.00	50.04
185.00	Room Hire	370.00	0.00		370.00
60.00	Training	140.00	35.00		105.00
2,476.87	Chelford Activity Park - Maintenance	3,950.00	1,839.70	364.92	1,745.38
0.00	Asset Maintenance	1,825.00	118.00		1,707.00
0.00	Asset Purchase	1,400.00	350.48		1,049.52
0.00	Contingency	500.00	0.00		500.00
7825.00	Neighbourhood Plan	5,259.00	4,833.11	989.22	-563.33
874.80	V.A.T.		900.04	86.22	
<b>24,223.66</b>	<b>Total Payments</b>	<b>29,808.00</b>	<b>18,164.28</b>	<b>3,130.23</b>	<b>9,499.75</b>

<b>Cash/Bank Reconciliation</b>	<b>01/04/18</b>	<b>10/01/19</b>	<b>14/02/19</b>	<b>31/03/19</b>
Balance B/Fwd.	37,573.14	37,573.14	49,916.60	46,796.28
Add Total Receipts	29,808.00	30,507.74	9.91	1,166.26
Less Total Payments	-29,808.00	-18,164.28	-3,130.23	-9,499.75
<b>Balance C/Fwd.</b>	<b>37,573.14</b>	<b>49,916.60</b>	<b>46,796.28</b>	<b>38,462.79</b>
<b>Cumulative Balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/18</b>	<b>10/01/19</b>	<b>14/02/19</b>	<b>31/03/19</b>
General Funds	8,795.55	24,504.83	21,564.23	13,230.74
Earmarked Reserves	28,777.59	25,411.77	25,232.05	25,232.05
	<b>37,573.14</b>	<b>49,916.60</b>	<b>46,796.28</b>	<b>38,462.79</b>

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## CASH/BANK RECONCILIATION AS AT - 14<sup>th</sup> February 2019

### CASH

Balance Brought Forward 01/04/18	37,573.14
Plus Receipts	30,517.65
	<u>68,090.79</u>
Less Payments	21,294.51
Balance Carried Forward 14/02/19	<u><u>46,796.28</u></u>

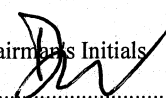
### BANK (Natwest)

<b>Business Reserve Account -</b>	19,711.66	04/01/19
Add income/transfer received since above statement		
	<u>0.00</u>	
Less unrepresented cheques		
	<u>0.00</u>	
	19,711.66	14/02/19
<b>Current Account -</b>	30,200.87	05/12/18
Add income received since above Statement		
	<u>0.00</u>	
	0.00	
Less unrepresented cheques/ Transfer		
Approved	0.00	
For Approval	-3,130.23	
Less payment already issued	<u>13.98</u>	
	<u>-3,116.25</u>	
	27,084.62	14/02/19
<b>Total Bank Balances 14/02/19</b>	<u><u>46,796.28</u></u>	

### APPENDIX B

#### CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 10, 14 (reissue), 17, 24, 31 January 2019; 7 February 2019.
07/01/19	Maintenance Services offered by Northwich Town Council.
08/01/19	Local Industrial Strategy Event - 1 <sup>st</sup> March 2019.





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06/02/19	Health & Safety Training - 6 <sup>th</sup> March 2019.
	<b>Cheshire East Council -</b>
-	Traffic Management LAP Reports - 17, 24, 31 January 2019; 7 February 2019.
10/01/19	Consultation on Brooks Lane Draft Development Framework Supplementary Planning Document - 14/01/19 - 25/02/19.
11/01/19	Advance notice of Mayor's Charity Sunday Lunch - 10 <sup>th</sup> March 2019.
23/01/19	Reminder: Town & Parish Council Conference - 29 <sup>th</sup> January, 2019.
23/01/19	Poynton Regulation 16 Neighbourhood Plan Consultation - 23/01/19 - 08/03/19.
23/01/19	Chelford Regulation 16 Neighbourhood Plan Consultation - 23/01/19 - 08/03/19.
24/01/19	Local Information Bulletin - South.
07/02/19	Pride in the Park Picnic - 29 <sup>th</sup> June 2019.
	<b>Rural Services Network -</b>
-	Rural Bulletin - 8, 15, 22, 29 January 2019; 5 February 2019.
-	Rural Funding Digest - January 2019; February 2019.
	<b>Other Correspondence -</b>
-	Public Sector Executive - 4, 7, 11, 14, 18, 21, 25, 28 January 2019; 1, 4, 8 February 2019.
-	HMRC - 21/01/19 - Help and support email service; 23/01/19 - Payroll priorities; 25/01/19 - Information for employers; 31/01/19 - What's new for employers in 2019/20?; 04/02/19 - Trivial benefits and staff parties; 07/02/19 - Making statutory payments clearer; 08/02/19 - Employer Bulletin 76.
-	Manchester Airport - 26/01/19 - Runway Maintenance Dates 2019.
-	CPRE - 12/01/19 - Campaigns Update; 26/01/19 - Star Count 2019; 02/02/19 - Campaigns Update.
-	Community & Voluntary Services - 07/01/19 - e-Bulletin; 15/01/19 - GRIPP Digital Seminar - Resources; 18/01/19 - e-Bulletin; 01/02/19 - e-Bulletin; 05/02/19 - Families Together Project; 06/02/19 - GRIPP Digital Seminar - Cyber Security; 08/02/19 - e-Bulletin.
-	Information Commissioner's Office - Newsletter - February 2019.
-	Active Cheshire - 08/01/19 - Workshops and Training Opportunities; 18/01/19 - Training Opportunities; 08/02/19 - Workshops and Training Opportunities.
-	Cheshire Community Action - 17/01/19 - Cheshire County Playing Fields Association Annual General Meeting.
-	So Cheshire - Newsletter - January 2019.
15/01/19	Came & Company - A new future for the Stackhouse Poland Group.
17/01/19	Cheshire and Warrington Local Enterprise Partnership - Local Industrial Strategy Events. [Reminder 25/01/19]
17/01/19	Town & Parish Council Websites - Newsletter.
18/01/19	Terrain Safety - Updates re: working in open spaces and managing bouncy castles.
25/01/19	Civic Voice - Building Better, Building Beautiful Commission Survey.
25/01/19	Poynton Town Council - Poynton Regulation 16 Neighbourhood Plan Consultation - 23/01/19 - 08/03/19.
31/01/19	Jones Homes (North West) Ltd. - Chelford Neighbourhood Plan Regulation 16 response.
08/02/19	Keep Britain Tidy - Great British Spring Clean.
	<b>Advertisements -</b>
-	07/01/19 - Congleton Town Council - Maintenance Services; 08/01/19 - Glendale Managed Services Ltd. - Maintenance services; 10/01/19 - Schoolscapes Ltd. - Outdoor Play Options; 10/01/19 - Marmax Products Ltd. - Recycled Outdoor Furniture Offer; 11/01/19 - Sutcliffe Playgrounds - Playground equipment; 14/01/19 - Eibe - Themed Play Area; 16/01/19 - Kompan Playgrounds - 25% matched funding opportunity; 16/01/19 - J. Hall - Website services; 16/01/19 - Proludic - 2019 Catalogue; 17/01/19 - Starboard Services Ltd. - HMRC's Making Tax Digital; 18/01/19 - Notice Board Company - Notice Boards for Pocket Parks; 17/01/19 - Marmax Recycled Products - Recycled plastic street furniture; 21/01/19 - Primary Care Supplies - Defibrillators; 23/01/19 - Sovereign Play - Free quotes for play equipment; 24/01/19 - Starboard Systems Ltd. - Accounting Support Packages; 30/01/19 - TWM Traffic Controls - New website launched; 31/01/19 - Schoolscapes - Outdoor play equipment; 31/01/19 - Kompan Playgrounds - Up to 40% off play and outdoor fitness equipment; 01/02/19 - Wicksteed - Match funding competition; 06/02/19 - Kompan Playgrounds - New 2019 catalogue; 07/02/19 - Wicksteed - Design services in the region; 07/02/19 - Sutcliffe Play - Newsletter; 08/02/19 - Primary Care Supplies - Defibrillators.



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## APPENDIX C

Chelford Neighbourhood Plan Financial Statement for 2017/18/19 as at 14th February 2019				
Details	Total Budget £.	Actual to Jan. 2019 £.	Agenda Feb. 2019 £.	Budget Balance £.
<b>Receipts</b>				
Chelford Parish Council - Balances	5,000.00	5,000.00		0.00
Groundwork UK (DCLG)	9,000.00	8,999.67		0.33
Grants / Donations	0.00	0.00		0.00
Refunds / Contra Income	0.00	0.00		0.00
<b>Total Receipts</b>	<b>14,000.00</b>	<b>13,999.67</b>	<b>0.00</b>	<b>0.33</b>
<b>Payments</b>				
Groundwork UK (DCLG)				
Grant used 01/07/17 - 31/12/17	3,741.00	2,401.17	}	0.00
Return of unused grant		1,339.83	}	
Groundwork UK (DCLG)				
Grant used 01/01/18 - 31/03/18	2,560.00	1,619.50	}	0.00
Return of unused grant		940.50	}	
Groundwork UK (MHCLG) (Note 1)				
Consultant Fee (Note 2)	3,150.00	1,417.50	630.00	1,102.50
Consultant Fee (Note 3)	315.00	157.50	157.50	0.00
Consultant Fee (Note 4)	975.00	995.00		-20.00
Consultant Fee (Note 5)	44.00	22.00	22.00	0.00
Room Hire	180.00	15.00		165.00
Printing Costs	292.00	375.29		-83.29
Consultation Events	23.00	35.00		-12.00
Other	5,000.00			1,480.46
Salary (Clerk)		2,843.81	152.98	
National Insurance (Employer)		295.78	21.11	
Allowances (Clerk)		200.23	5.63	
Chairman/Member Allowances		0.00		
Administration		0.00		
<b>Total Payments</b>	<b>16,280.00</b>	<b>12,658.11</b>	<b>989.22</b>	<b>2,632.67</b>

### Notes:

- 1 - Grant period 25/05/18 - 31/03/19
- 2 - Policy & justification preparation
- 3 - Attending steering group meetings
- 4 - Technical Reports
- 5 - Travel Expenses

