

CHELFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

THURSDAY 11TH APRIL, 2019 at 7:30p.m.

at CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

PRESENT - Councillors: D. Wilson (Chairman), J. Leach, B. Brindley, G. Willis, A. Boon, L. Hunt, B. Affleck.
Members of the Public (4).
Cheshire East Borough Councillor G. Walton.
Mrs. J. Walker & Mrs. V. Burlison - Community Development Officers, Cheshire East Council.
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. **APOLOGIES FOR ABSENCE** - None.

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

3. **MINUTES** -

- i) The Minutes of the Parish Council Meeting held 14th March, 2019 had been previously circulated to all Members.

029/19 RESOLVED a) That the Minutes of the Parish Council Meeting held 14th March, 2019 be confirmed as a correct record and signed by the Chairman.

Proposed: Councillor B. Brindley

Seconded: Councillor B. Affleck

All in favour

4. **PUBLIC FORUM FOR QUESTIONS** -

A resident attended the meeting to bring several issues to the attention of the Parish Council:

- A recent tree survey has identified a number of roadside trees are requiring felling. This work will be undertaken in the near future.
- The new EE telephone mast is now providing 4G services to the Parish. The mast is also enabled to accommodate 5G services which would allow all of the Parish to receive good internet access.
- Issues relating to criminal damage and trespass are being experienced at the former Mere Farm quarry site. Incidents involving fences being cut, gates being left open allowing livestock onto the highway and individuals swimming in the lakes have been identified and reported to the Police. Possible options are being explored to address these unauthorised activities. The landowner does not presently wish to close the permissive footpath, however, is keen to ensure that public safety is not compromised.
- It is likely that a planning application will be submitted in the near future for the use of part of the former Mere Farm quarry site for a wakeboarding park. The new proposal is of a smaller scale than the previous scheme. Other alternative options may be available to the landowner for this site including inert landfill, solar farm or a crematorium.

A member of the public advised that he had been made aware of a complaint regarding the absence of a street naming sign at Woodland End.

The Clerk reported that a communication had been received from a resident regarding the following issues:

- The future of Chelford Cricket Club site. The resident understands that the Cricket Club has closed and that the future use of the site is presently being considered. The resident considers that the site should be retained as a sporting facility.
- Parking on Peover Lane. The resident understands that the activities at the Corner Shoppe may be expanding thereby likely to exacerbate existing issues relating to vehicles parking on Peover Lane and obstructing access to properties.

DECISION a) That the above reports from residents be received and duly noted.

b) That the Clerk report the missing street naming sign to Cheshire East Council.

Item 10(i) was brought forward to this point in the meeting. Following Item 10(i) [8:20p.m.] two representatives from Cheshire East Council 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 1st March, 2019, there had been a 999 call from Broomfield Close (all in order); criminal damage to a vehicle at Dixon Drive; reports of dangerous driving on A537 and reports of dangerous driving at Chelford roundabout. The 'Street a Week' initiative was scheduled to take place along Dixon Drive on 12th April, 2019. The Chelford Ward Cluster Meeting will take place on 16th April, 2019. Dates for Police surgeries are available on the Parish Council website.

CHELFORD PARISH COUNCIL

- ii) **Cheshire East Ward Member Cllr. G. Walton** - Borough Councillor G. Walton reported that he had received a query from Cheshire East Council officers relating to tenure status of and facilities at Chelford Cricket Club site. It was also reported that he had been made aware that a planning application was expected in the near future for a wakeboarding facility on land at the former Mere Farm Quarry site. Remedial work to the zebra crossing was expected in the coming weeks. Cheshire East Borough Council elections, along with Town & Parish Council elections, are due to take place on 2nd May, 2019. There will be some management position changes at Cheshire East Council in the near future following the appointment of new officers.

The Chairman thanked Borough Councillor G. Walton for his support to the Parish during his term of office and wished him well for the future.

8:35p.m. - Borough Councillor G. Walton and three members of the public excused themselves from the meeting and left.

6. FINANCE -

i) Finance Report

The Clerk reported that a financial statement had not been included within the Agenda as not all information required to complete the 2018/19 accounts had been received. The Clerk noted that a 1p overcharge in respect of the E-ON invoice (item 6(ii)(a) below) was to be credited to the account and reflected in the next invoice.

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

- | | | | |
|----------------------|-----------------------------|---------|---|
| a) Direct Debit | E-ON | £16.17 | Electricity charges: 01/01/19 - 31/03/19. |
| b) Cheque No. 001285 | E. M. Maddock | £739.65 | Salary April 2019 & Expenses. |
| c) Cheque No. 001286 | H.M. Revenue & Customs | £6.06 | NI contributions. |
| d) Cheque No. 001287 | Greenfingers Landscape Ltd. | £200.00 | Ground Maintenance Contract (March 2019). |

- iii) **Receipts** - the Clerk reported that the following receipt had been received since the last meeting: None.

030/19 RESOLVED a) To receive and note the Clerk's observations.

b) That the schedule of 4 payments be approved and duly authorised.

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

Proposed: Councillor A. Boon

Seconded: Councillor B. Affleck

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) **David Wilson Homes (NW) - Notification of piling work commencing week beginning 22nd April, 2019.**

DECISION a) That the Clerk place notice of the above work on the Parish Council website.

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

The Chairman reported that he had received an update relating to improvement work at Mere Court Park. The tree work (phase one) is almost complete. The bark piles will be spread on site to reduce some of the docks along the western boundary. The football pitch is to be machine slit to improve drainage. Path work will commence in May subject to weather conditions.

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

8. PLANNING & LICENSING APPLICATIONS -

i) Applications for consideration -

- a) 19/1635M - Removal of existing shop window, door, fascia, surface mounted cassette awning and entrance step. Installation of new paint finish timber shop windows, automated door, fascia, stall riser and fully retractable traditional awning. Installation of new accessible sloping entrance approach to doorway - Chelford Greengrocers, Knutsford Road, Chelford. SK11 9BB

DECISION a) That no comments be submitted in respect of planning application 19/1635M.

- b) No further planning applications had been received.

- ii) **Meeting with Spatial Planning Team** - Councillor D. Wilson reported that he and Councillor G. Willis had attended the update meeting with the Spatial Planning Team. Several aspects of the Site Allocations Development Policy Document were discussed, however, it appears that, at this time, the proposals contained within the document remain unchanged from the draft document which was subject to public consultation in October, 2018. A further period of public consultation is expected during summer 2019 with the final document being adopted in late 2019/early 2020.

CHELFORD PARISH COUNCIL

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. (Anti-skid surface due to be installed 16th-18th April, 2019.)
- b) Damaged sign - Alderley Road. (Awaiting delivery of new sign.)
- c) Broken Windows (2) in Bus Passenger Shelter - Chelford Road. (Awaiting repair.)
- d) Footway siding out - Knutsford Road (from Station to Parish Hall). (Work classed as 'non-urgent'.)
- e) Overgrown hedge - Pathway between Broomfield Close and Barncroft Close. (Work complete.)
- f) Overgrown hedge - Knutsford Road (near railway bridge). (Inspection programmed for March/April 2019.)
- g) Verge repairs following water main replacement work along Dixon Drive. (Work due March/April 2019.)
- h) Remedial work on planted islands on Dixon Drive following utilities work. (Turfing work complete.)
- i) Overgrown hedge - Knutsford Road (from junction with Dixon Drive to junction with Mere Court). (Awaiting update.)
- j) Provision of dropped kerbs within Dixon Drive estate. (Considered by Knutsford Area Highways Group Meeting - 14/03/19.)
- k) Overgrown hedge - Knutsford Road (from Chelford Activity Park towards roundabout). (Notice being issued to landowner by Cheshire East Highways.)
- l) Unsecured bollard at no through islands on Dixon Drive. (Awaiting replacement of lock.)
- m) Footway from Woodland Close to Dixon Drive - Weeds protruding slurry seal. (Awaiting update.)

- DECISION**
- a) **That the Clerk continue to request updates on the above outstanding items from Cheshire East Council.**
 - b) **That Item (d) be removed from the above schedule as this work is unlikely to take place in the near future.**
 - c) **That the Clerk request an update in respect of the provision of dropped kerbs within the Dixon Drive estate from the Knutsford Area Highways Group.**
 - d) **That the Clerk request for remedial work to the slurry sealing near to Woodland Close to be extended to include Dixon Drive.**

ii) To receive highway matters for attention from Members -

- a) Sign condition - Hitch Lowes.
- b) Sign condition - Carter Lane - one sign missing, one sign difficult to read.
- c) Footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive).
- d) Litter bin condition - Knutsford Road (near to bus passenger shelter near Shell Garage).

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

10. COMMUNITY -

- ### i) Updates relating to the process for allocating Section 106 'community facilities' funds associated with the Cricketers Green Development -
- Councillor D. Wilson welcomed Mrs. J. Walker and Mrs. V. Burlison, Community Development Officers from Cheshire East Council to the meeting. Mrs. J. Walker advised that she had met with representatives from Chelford Community Hub, Chelford Primary School, Chelford Station and Chelford Scouts regarding the funds available within the s.106 Agreement associated with the Cricketers Green development. There may be other local organisations which may also be eligible to apply for funds. The application and decision making processes are presently being finalised with a view to the scheme being open for applications in early summer 2019. The funds are to be used for capital schemes which benefit the whole community. There will be input into the process, where required, from the Cheshire East Council s.106 Team and the Legal Team.

Councillor D. Wilson thanked Mrs. J. Walker and Mrs. V. Burlison for attending the meeting and providing the update.

- ### ii) Community Speed Watch -
- Councillor B. Brindley reported that training for the volunteers had now been completed and that activities had commenced. During a recent speed watch event approximately 350 vehicles had passed through the village with 11 recorded as travelling at speeds up to 46mph. Further speed watch events are planned for future dates.

iii) Parish Appearance Improvement Project -

- a) **Replacement Planters** - The Clerk presented several planter options to Members. Consideration was given to design features which would reduce the maintenance requirements of the assets. The Clerk also

CHELFORD PARISH COUNCIL

reported that a decision was still awaited from Cheshire East Highways regarding the proposal to replace the planters.

- 031/19 RESOLVED**
- a) That the Clerk contact Cheshire East Highways regarding the permissions required to replace the planters.
 - b) That, subject to the decision of Cheshire East Highways, the following six planters be replaced: two at junction of Dixon Drive with Knutsford Road; two at junction of Oak Road with Knutsford Road; two adjacent to bench near Chelford Roundabout.
 - c) That the replacement planters be of the one meter square plastic self-watering design at a total cost of up to £1,800.
 - d) That a quotation be sought for the inclusion of an inscription on the planters.
 - e) That the existing floral display contractor be asked to provide a quotation for the additional work associated with the removal of the existing planters and installation of the new planters.

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

- b) **Verge Cutting along Dixon Drive** - The Clerk reported that she had contacted contractors regarding the suggestion to undertake additional verge cutting along Dixon Drive, however, it appeared that this was not an attractive work package due to the existing verge cutting arrangements. It was also considered that encroaching onto the work programme of Cheshire East Council may also have detrimental consequences for the Parish should this be identified as an opportunity for them to withdraw existing verge cutting services.

- 032/19 RESOLVED**
- a) That no further action be taken in respect of commissioning additional verge cutting along Dixon Drive.

Proposed: Councillor D. Wilson Seconded: Councillor J. Leach All in favour

- c) **Provision of litter bins within the Parish** - The Clerk reported that information had been received that there are presently eleven litter bins recorded by Cheshire East Council as being located within the Parish. There is presently no available budget for further bins to be installed within the Parish.

- 033/19 RESOLVED**
- a) That no further action be taken in respect of commissioning additional litter bins at this time.

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

- d) **Cleaning and treatment of benches at Mere Court Park** - The Clerk reported that the benches at Mere Court Park have deteriorated in appearance. The Parish Council holds grant funds for work at this site, therefore, it may be possible for these funds to be used to clean and treat the benches.

- 034/19 RESOLVED**
- a) That the Clerk obtain a quotation for the cleaning and treating of the benches at Mere Court Park.

Proposed: Councillor J. Leach Seconded: Councillor L. Hunt All in favour

- e) **Suggestions from a resident regarding Parish Improvement work** - The Clerk read aloud a communication which had been received from a resident which identified several issues for consideration.

- Overgrown hedge along Knutsford Road.
- Overgrown footways along Knutsford Road, Macclesfield Road and Alderley Road.
- Wheelie bins being left within sight of the highway at residential properties which is considered to detract from the appearance of the Parish.

- 035/19 RESOLVED**
- a) That the communication from the resident be received.
 - b) To record that observations relating to overgrown hedges along Knutsford Road have been reported on several occasions to Cheshire East Council as the responsible Highway Authority for their attention.
 - c) To record that observations relating to overgrown footways along Knutsford Road, Macclesfield Road and Alderley Road have been reported to Cheshire East Council as the responsible Highway Authority. Work along Knutsford Road has recently been allocated as 'non-urgent'. Work along Alderley Road is also on a 'non-urgent' list held by Cheshire East Highways.
 - d) To record that matters relating to wheelie bin usage and storage do not fall within the remit of the Parish Council, however, the observations are duly noted.

Proposed: Councillor D. Wilson Seconded: Councillor B. Brindley All in favour

CHELFORD PARISH COUNCIL

11. ASSETS -

i) Chelford Activity Park - Maintenance & Management -

- a) **Routine Inspections of Chelford Activity Park** - Councillor A. Boon reported that there were no significant issues identified. The tennis net had now been re-installed. It was also reported that the stock of table tennis bats was now low.

036/19 RESOLVED a) That the Clerk obtain estimates for the provision of new table tennis bats.

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

- ii) **Chelford Activity Park - Update on Facility Bookings** - The Clerk reported that a request had been received from the tennis coach to hold classes on the MUGA for children during term time from late April to October, 2019. A further request had been received from Chelford Parish Hall to use the site for two long-weekend caravan events (one using part of the site, one using the full field area). It was noted that a caravan event booking approved at the last meeting had not taken place.

037/19 RESOLVED a) That the request to use the MUGA for tennis coaching sessions be approved.

- b) **That the request to use Chelford Activity Park for two long-weekend caravan events be approved.**

Proposed: Councillor D. Wilson Seconded: Councillor B. Brindley All in favour

12. NEIGHBOURHOOD PLAN -

- i) **Independent Examination** - Councillor D. Wilson reported that the Independent Examiner had now been appointed and that an initial communication had been received. The Independent Examiner had advised that she was to visit the Parish during early April, 2019.
- ii) **End of Grant Report** - The Clerk reported that the End of Grant report had been submitted, however, the remaining funds will be retained in order that any final activities of the Neighbourhood Plan Steering Group can be funded from the grant funds.

038/19 RESOLVED a) That the actions of the Clerk & Responsible Financial Officer in submitting the End of Grant Report and opting to retain the remaining funds be confirmed.

Proposed: Councillor B. Brindley Seconded: Councillor B. Affleck 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.
- iv) Chelford Ward Police Cluster Meeting - 16/04/19.
- v) Chelford Parish Hall (Pt. 2 item).
- vi) Parish Council Newsletter.
- vii) Annual Parish Meeting - confirmation of arrangements.

14. DATE OF NEXT MEETING - Thursday 9th May, 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.

- DECISION a) That a resolution to exclude the Public and Press from the remainder of the Meeting was not necessary as no items were to be considered at Item 15.**

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

None.

The Chairman expressed a vote of thanks to all Members for their work during their term of office. Particular thanks were offered to those Members who will retire following the election in May, 2019. Councillor B. Affleck was thanked for this contribution since his co-option to the Parish Council in July, 2017.

Councillor A. Boon and Councillor J. Leach were thanked for their contribution to the Parish Council, and wider community, during their years on the Parish Council. Both were involved with the development of the facilities at Chelford Activity Park together with more recent work of the Parish Council.

Members thanked the Chairman and Clerk for their contribution to Parish Council business over recent years.

The Meeting was declared closed by the Chairman at 9:36p.m.

Signed:

Approval Date - 9th May, 2019

CHELFORD PARISH COUNCIL

APPENDIX A

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 14, 21, 28 March 2019; 4 April 2019.
15/03/19	New Homes Bonus Community Fund - Knutsford Area update.
	Cheshire East Council -
-	Traffic Management LAP Reports - 14, 21, 28 February 2019; 7, 14, 21, 28 March 2019.
11/03/19	Mayor's Charity visit to Jodrell Bank - 1 st April, 2019.
14/03/19	Cheshire East Council - Update meetings re: progress with SADPD process.
15/03/19	Advice re: Purdah period.
26/03/19	Update re: Submitting election nomination papers.
02/04/19	Cheshire East Council - Confirmation of Cheshire East Borough Council (Nether Alderley - Alderley Park No.3) Tree Preservation Order 2018.
	Cheshire Emergency Services -
05/04/19	Stakeholder Bulletin.
	Rural Services Network -
-	Rural Bulletin - 12, 19, 26 March 2019; 2 April 2019.
-	Rural Funding Digest - April 2019.
	Other Correspondence -
-	Public Sector Executive - 11, 15, 18, 22, 25, 29 March 2019; 1 April 2019.
-	HMRC - 11/03/19 - Payroll Reporting tasks; 14/03/19 - Expenses to motors and mobiles; 18/03/19 - Payrolling expenses and benefits; 21/03/19 - Expenses and benefits; 25/03/19 - Advice for growing your business; 28/03/19 - Employer Bulletin 76; 29/03/19 - Getting payroll right; 04/04/19 - Brexit No Deal information; 05/04/19 - Delivering advice on maternity, paternity and statutory sick pay.
-	Manchester Airport - 12/03/19 - Employment Opportunities; 22/03/19 - Community Newsletter; 25/03/19 - Outreach events.
-	CPRE - 16/03/19 - A litter free future?; 23/03/19 - Support a deposit return system that collects every bottle, can and carton.
-	Community & Voluntary Services - 15/03/19 - e-Bulletin; 27/03/19 - GRIPP Digital Seminar - Projects; 01/04/19 - e-Bulletin; 05/04/19 - Training e-Bulletin.
-	Information Commissioner's Office - Newsletter - April 2019.
-	Cheshire Community Action - 15/03/19 - Best Kept Village Competition 2019.
-	Town & Parish Council Websites - Newsletter - March 2019.
-	E-ON - 15/03/19 - Monthly Market Report; 28/03/19 - Energy Talk Newsletter.
20/03/19	Keep Britain Tidy - Great British Spring Clean.
22/03/19	Cheshire & Warrington Growth Hub - Newsletter.
30/03/19	Terrain Safety - New Health & Safety Resource.
12/03/19	Northwich Town Council - Mayor's Charity meal.
18/03/19	Resident - Acknowledgement of maintenance work on footway between Barncroft Close and Broomfield Close.
28/03/19	NatWest Bank - Helping your business become more diverse.
29/03/19	East Cheshire Hospice - Update from Hospice Director.
	Advertisements -
-	11/03/19 - Plantscape - Plantscape urges towns to celebrate Purple Flag status with flowers; 12/03/19 - Primary Care Supplies - Defibrillators; 13/03/19 - Notice Board Company - 10% discount on Wooden Lecterns; 14/03/19 - Primary Care Supplies - Defibrillators; 14/03/19 - TWM Traffic Solutions - Lightweight speed display signs; 14/03/19 - Schoolscapes - Inspiring outdoor play this summer; 14/03/19 - Sutcliffe Play - New ranges available; 15/03/19 - Plantscape - Support for those entering In Bloom competitions; 19/03/19 - Mallatite Road & Traffic Safety - Speed Indicator Devices; 19/03/19 - Proludic - Rhino Ramps Skate Parks; 20/03/19 - Kompan - New outdoor fitness bikes; 25/03/19 - Notice Board Company - Community thumb locks; 25/03/19 - Mallatite Ltd. - LED Retrofit lighting; 26/03/19 - Plantscape - Make your town 'a place to be'; 26/03/19 - TWM Traffic Controls - Illuminated crossing equipment; 27/03/19 - Mallatite Ltd. - Twin amber flashing light sale; 27/03/19 - Sutcliffe Play - Swing seats and spares in stock; 30/03/19 - Troy Planning + Design - Neighbourhood Plan consultant support; 01/04/19 - Eibe - What makes the perfect playground?; 01/04/19 - Notice Board Company - New notice board cast headers; 02/04/19 - Amberol - 50 years of quality, value and innovation; 02/04/19 - Primary Care Supplies - Defibrillators; 02/04/19 - Calor Rural Community Fund - Fund open for applications; 02/04/19 - Realise Futures Eco-Furniture - Is it time to update your outdoor furniture?; 03/04/19 - Proludic - Rhino Ramps Skate Park Brochure; 03/04/19 - Mallatite Ltd. - Primary School Bollards; 05/04/19 - Wicksteed - Play packages for under £10,000.