

# CHELFORD PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

THURSDAY 10<sup>TH</sup> OCTOBER, 2019 at 7:30p.m.

at CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

PRESENT - Councillors: D. Wilson (Chairman), D. Kent, L. Hunt, G. Willis.  
Members of the Public (5).  
Cheshire East Borough Councillor M. Asquith.  
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. **APOLOGIES FOR ABSENCE** - Councillor B. Brindley - Work commitment.  
Councillor C. Howlett - Personal commitment.

**079/19 DECISION a) To receive and approve the apologies for absence as listed above.**

Proposed: Councillor D. Wilson      Seconded: Councillor D. Kent      All in favour

2. **DECLARATIONS OF INTEREST** - Councillor D. Kent - Item 13(ii) - Fundraiser for Chelford Community Hub and Chelford Together.

**DECISION a) To receive and note the Declaration of Interest made by Cllr. D. Kent.**

3. **MINUTES** -

- i) The Minutes of the Parish Council Meeting held 12<sup>th</sup> September, 2019 had been previously circulated to all Members.

**080/19 RESOLVED a) That the Minutes of the Parish Council Meeting held 12<sup>th</sup> September, 2019 be confirmed as a correct record and signed by the Chairman.**

Proposed: Councillor L. Hunt      Seconded: Councillor D. Kent      All in favour

4. **PUBLIC FORUM FOR QUESTIONS** -

Two residents reported that some properties along Peover Lane were encountering issues accessing/exiting their properties due to obstructive parking caused, predominantly, by visitors to Chelford Shoppe. The residents consider that the parked vehicles not only cause an obstruction but increase the hazards to other highway users. The residents asked for support from the Parish Council for this matter to be addressed by the responsible body.

- DECISION**
- a) **To receive and note the report from the residents.**
  - b) **That the Clerk submit a request to the Local Policing Team for the parking issues on Peover Lane to be investigated.**
  - c) **That Borough Councillor M. Asquith make enquiries to Cheshire East Council regarding the possible installation of 'H-bars' outside affected properties on Peover Lane.**

Two residents requested an update in respect of verge cutting arrangements along Dixon Drive. The Chairman advised that the requested information had not been received from Cheshire East Council. The residents advised that they had reviewed the information relating to the Community Right to Challenge, however, did not consider that this approach was appropriate for their current circumstances. It was requested that the Parish Council consider providing this service through the appointment of a contractor. The Chairman advised that the matter will be discussed by the Parish Council once the relevant information had been received. The residents confirmed that the Cheshire East Council contractors have been cutting the verges at three week intervals, as required, over the last couple of months.

- DECISION**
- a) **To receive and note the report from the residents.**
  - b) **That an item be placed on the agenda for the next meeting to discuss this matter.**
  - c) **That the Clerk continue to pursue the information requested from Cheshire East Council.**
  - d) **That the residents provide to the Clerk the dates upon which the Cheshire East Council verge cutting has taken place during the 2019 season.**
  - e) **That Borough Councillor M. Asquith enquire whether any other Parish Councils have taken over verge cutting from Cheshire East Council.**

8:07p.m. - Four 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> September, 2019, there had been three bicycles stolen from Peover Lane; goods taken and returned from Alderley

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Road; theft of a moped from Clay Heyes; a moped found on Dixon Drive; a suspicious scrap metal van on Astle Lane; suspicious activity at Chelford roundabout; a plane landing with one engine at Manchester Airport; a 999 alarm; anti-social behaviour on Broomfield Close and Woodfin Croft; anti-social behaviour from youths on Highland Drive, Chillingham Close and Knutsford Road; dangerous driving on Holmes Chapel Road; oil spillage at Chelford roundabout; a fallen tree causing a collision on Holmes Chapel Road and a further road traffic collision.

**DECISION a) To receive the report from Gawsworth & Chelford Ward Policing Team.**

- ii) **Cheshire East Ward Member Cllr. M. Asquith** - Borough Councillor M. Asquith reported that some repairs had been done on the highway between Corbishley Bridge and the Parish Boundary on Alderley Road, however, he planned to seek further repairs to this stretch of highway.

**DECISION a) To note the report of Borough Councillor M. Asquith.**

8:17p.m. - Borough Councillor M. Asquith excused himself from the meeting and left.

- iii) **Manchester Airport meeting with Town & Parish Councillors - 17<sup>th</sup> September, 2019** - Councillor D. Wilson reported that he had attended the meeting at which the main focus was the airspace review. Further information was provided on progress with the redevelopment of Terminal 2 and marketing material from the airport.

**DECISION a) To note the report of Councillor D. Wilson.**

- iv) **Local Parish Cluster Meeting - 2<sup>nd</sup> October, 2019** - Councillor D. Wilson reported that he had attended the meeting at which local Parishes had shared their main issues at present. These mainly focussed around speeding and highway issues. A further meeting is planned for early November, 2019.

**DECISION a) To note the report of Councillor D. Wilson.**

## 6. FINANCE -

- i) **To receive and consider the Financial Statement 2019/20 as at 10<sup>th</sup> October, 2019.** (Appendix A)

Members considered the Financial Statement 2019/20 which was unanimously accepted.

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

a) Direct Debit	1&1 IONOS	£1.00	Email account fee - October 2019.
b) Cheque No. 001314	E. M. Maddock	£904.67	Salary - October, 2019 & Expenses.
c) Cheque No. 001315	H.M. Revenue & Customs	£73.16	Income Tax and National Insurance Contributions.
d) Cheque No. 001316	Greenfingers Landscape Ltd.	£205.99	Chelford Activity Park Maintenance - September 2019.
e) Cheque No. 001317	PKF Littlejohn LLP	£240.00	External Audit Fee 2018/19.
f) Cheque No. 001318	South Cheshire Print	£138.60	Newsletter and flyer printing.
g) Cheque No. 001319	RBL Poppy Appeal	£50.00	Provision of Poppy Wreath and Donation.

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

**081/19 RESOLVED a) That the Statement of Account, as at 10<sup>th</sup> October, 2019 be received and the Clerk's observations duly noted.**

**b) That the schedule of 7 payments be approved and duly authorised.**

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

Proposed: Councillor D. Kent      Seconded: Councillor D. Wilson      All in favour

- iv) **External Audit 2018/19** - The Clerk reported that the External Audit report had been received. The report states that, "in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". The Clerk reported that the required information had also been published on the Parish Council notice boards and website.

**082/19 RESOLVED a) To receive and note the External Audit Report 2018/19.**

**b) To confirm the actions of the Clerk in publishing the required audit information on the Parish Council notice boards and website.**

Proposed: Councillor D. Wilson      Seconded: Councillor L. Hunt      All in favour

## 7. PARISH COUNCILLOR RESIGNATION -

- i) **Councillor N. Jehan** - The Chairman reported that a letter of resignation had been received from Councillor N. Jehan.

- ii) **Parish Councillor Vacancy** - The Clerk reported that it would be necessary to formally advertise the vacancy through Cheshire East Council. Should this process not necessitate a formal by-election the Parish Council can

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co-opt a new Member at a future date.

**083/19 RESOLVED a) To receive the letter of resignation from Councillor N. Jehan.**

**b) That the Clerk submit the relevant notice to Cheshire East Council advertising the vacancy and display same on the Parish Council notice boards and website.**

Proposed: Councillor D. Kent

Seconded: Councillor L. Hunt

All in favour

## 8. 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) **Post Office Ltd. - Update: temporary closure of Chelford Post Office.** It was reported that, so far, it had not been possible to re-establish the Post Office service at Holmes Chapel Road, Chelford.

**DECISION a) To receive and note the above communication.**

b) **Jones Homes (NW) Ltd. - Information regarding the play area at Cricketers Green.** It was reported that, following representations from a resident about a misunderstanding about who can use the play area at Cricketers Green, Jones Homes (NW) Ltd. had confirmed that the play area formed part of the public open space provision and was, therefore, available for use by anyone who wishes to visit the site. Jones Homes (NW) Ltd. advised that there have been similar issues experienced in other developments across England where the responsibility for the play area has not been transferred to the local authority.

**DECISION a) To receive and note the response from Jones Homes (NW) Ltd.**

c) **Cheshire East Council - Waste Strategy five year review.**

**DECISION a) That no response be submitted to the survey.**

d) **Cheshire East Council - Environmental Strategy consultation.** Members noted that this is a public consultation for which details are available to residents on the Cheshire East Council and the Parish Council websites.

**DECISION a) That no response be submitted to the consultation.**

e) **NALC - Confirmation that the government is not proposing to extend council tax referendum principles to local councils in 2020/21.**

**DECISION a) To receive and note the above information.**

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

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

## 9. PLANNING & LICENSING APPLICATIONS -

i) **Applications for consideration - None.**

**DECISION a) To note that no planning applications had been received since the last meeting.**

ii) **Former Coal Shed, Station Road - Update on future of the former Coal Shed -** The Clerk reported that David Wilson Homes had forwarded information which advised that the Coal Shed was, "in such a state of dilapidation" that it was recommended that the building should be demolished. Members discussed this proposal and considered that it may be helpful to seek views and advice from relevant local organisations. Members did not support the principle to demolish the building as it is considered to be a heritage asset of the Parish.

**DECISION a) That the Clerk advise David Wilson Homes that the Parish Council intends to seek advice from organisations in respect of possible opportunities which would support the preservation of this important heritage asset.**

## 10. NEIGHBOURHOOD PLAN -

i) **Neighbourhood Plan referendum - 26<sup>th</sup> September, 2019 -** Councillor D. Wilson reported that the referendum had returned a positive result with 90% of the votes cast being in favour of the adoption of the Chelford Neighbourhood Plan.

**DECISION a) To note the outcome of the Neighbourhood Plan referendum.**

## 11. ASSETS -

i) **Chelford Activity Park -**

a) **Routine Inspections of Chelford Activity Park -** Councillor B. Brindley was not present at the meeting to report, however, no issues of concern had been brought to the attention of the Clerk.

**DECISION a) To receive and note the report of Clerk.**

b) **Update on booking requests -** The Clerk reported that a recent caravan event had taken place at the site using the main section of the field. There had been a request to change some of the dog training dates. A further caravan booking had been received for the weekend 25<sup>th</sup>-27<sup>th</sup> October, 2019.

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- 084/19 RESOLVED** a) That retrospective approval be given for the caravan event held 27<sup>th</sup>-29<sup>th</sup> September, 2019.
- b) That approval be given for the revised dates for dog training sessions.
- c) That conditional approval be given for the booking relating to the caravan event between 25<sup>th</sup>-27<sup>th</sup> October, 2019. (Conditions relating to land condition and priority of prior bookings to be applied.)

Proposed: Councillor D. Kent      Seconded: Councillor L. Hunt      All in favour

- c) **Tree Survey** - Members discussed the estimates received from several contractors for the undertaking of a tree survey at Chelford Activity Park.

- 085/19 RESOLVED** a) That the estimate, in the sum of £270, be accepted from Cheshire Tree Surgeons.

Proposed: Councillor D. Kent      Seconded: Councillor L. Hunt      All in favour

- d) **Hedge Cutting Arrangements** - Members discussed hedge cutting arrangements for 2019/20. The Clerk noted that the review of the contractor arrangements for due for the 2020/21 season, therefore, it was possible to proceed with the existing contractor this year.

- 086/19 RESOLVED** a) That the Clerk arrange for hedge cutting to be undertaken by the existing contractor.

Proposed: Councillor L. Hunt      Seconded: Councillor D. Wilson      All in favour

## 12. HIGHWAY MAINTENANCE & ENHANCEMENTS -

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

- a) Hedges, trees and verges:
- i) Ownership of footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive). Responsibility for these areas is still being clarified.
  - ii) Overgrown vegetation - Dixon Drive (adjacent to No. 10 Millbank Close). Awaiting update.
  - iii) Hedge maintenance - Knutsford Road (near to Station bridge). The hedge has been referred to the Faults Team for inspection and for trimming to be arranged.
  - iv) Overgrown vegetation - Public Footpath No. 1. No actionable obstructions identified.
  - v) Overgrown hedge - Knutsford Road (from Chelford Activity Park towards roundabout). Awaiting update.
  - vi) Footway - Alderley Road (from Yew Tree Farm to former School building). Footway siding out and vegetation trimming scheduled for 16<sup>th</sup> October, 2019.

- DECISION** a) That no further action be taken in respect of item (iv).
- b) To note the proposed work at item (vi).
- c) That the Clerk continue to pursue items (i), (ii), (iii) and (v).

- b) Carriageways and footways:

- i) Blocked gullies - Knutsford Road (near to roundabout). Work is being scheduled for further investigation, however, traffic management arrangements are causing a delay to preparations.
- ii) Traffic Count strips on footway - Holmes Chapel Road (between roundabout and St. John's Church). Awaiting update.
- iii) Carriageway condition between Corbishley Bridge and Parish Boundary on Alderley Road. Update at Item 5(ii).

- DECISION** a) To note completion of item (iii).
- b) That the Clerk monitor progress with item (i) and (ii).

- c) Signage:

- i) Damaged sign - Alderley Road. This sign is presently with the sign designers prior to being submitted for production. It is anticipated that the work will be completed this financial year.

- DECISION** a) That the Clerk monitor progress with item (i).

- d) Street Assets:

- i) Broken Windows (2) in Bus Passenger Shelter - Chelford Road. No update available.

- DECISION** a) That the Clerk continue to pursue item (i).

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

- i) Flooding on Knutsford Road opposite Chelford Parish Hall.

- DECISION** a) That the Clerk report the highway issue (i) to Cheshire East Council.

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- iii) **Dropped Kerbs within Dixon Drive estate and surrounding area** - The Clerk reported that she was still awaiting receipt of the relevant plan.

**DECISION a) That the Clerk continue to pursue the provision of the plan of existing dropped kerbs within the Parish.**

- iv) **Zebra crossing on Knutsford Road** - The Clerk reported that she is presently awaiting a response from the Police relating to safety concerns associated with the crossing.

**DECISION a) To receive and note the report of the Clerk.**

## 13. COMMUNITY -

- i) **Parish Council Newsletter** - The Clerk reported that she had received several requests for the 'Do not knock' stickers advertised within the newsletter. She had also been contacted by a resident of another local parish who had picked up a copy in the Surgery and had taken it back to their Parish Council for ideas to update their newsletter. It was also noted that the residents who had attended the meeting earlier had expressed disappointment that their work along Dixon Drive had not been recognised within the newsletter.

**DECISION a) To note the feedback on the recent newsletter.**

- ii) **Updates relating to the process for allocating Section 106 'community facilities' funds associated with the Cricketers Green Development** - Councillor D. Wilson reported that the decision relating to the allocation for funds had been made. Two local organisations had been allocated the total sum of the fund. Cheshire East Council were to allocate an officer to the organisations to support them in the delivery of the projects outlined in their applications. It was reported that representations had been received expressing disappointment that the funding had not been allocated to projects which focussed on young people. Members noted that they were not in possession of the details of each application, therefore, it was difficult to draw a conclusion on this matter.

**DECISION a) To note that the s.106 funds had now been allocated.**

- iii) **Community Speed Watch** - Community Speed Watch events will be resuming again shortly, following a short break due to other commitments held by the volunteers.

**DECISION a) To receive and note the report.**

- iv) **Parish Appearance Improvement Project -**

- a) **Replacement Floral Display Planters** - The Clerk reported that the street furniture licence application was now being considered by the Cheshire East Council legal team.

**DECISION a) To receive and note the report of the Clerk.**

- b) **Verge Cutting along Dixon Drive** - This matter had been discussed at Item 4.

**DECISION a) To note the discussion at Item 4.**

- c) **To receive suggestions for possible further improvement work** - None.  
Councillor D. Kent suggested that a decision should be made at the next meeting regarding the future use of the telephone kiosk at Knutsford Road. It was also noted that Chelford Together has restarted the gardening group and will be undertaking some work within the Parish.

**DECISION a) To note that no further suggestions for improvement work were submitted.**

**b) To receive and note the report of Councillor D. Kent.**

- v) **St. John's Church Remembrance Service** - Members considered nominating a representative to attend the service and lay a wreath.

**DECISION a) That Councillor D. Wilson attend the Remembrance Service on behalf of the Parish Council.**

**b) That the Clerk make arrangements for a poppy wreath to be made available to Councillor D. Wilson.**

- vi) **Parish Community Day** - Councillor D. Kent reported that it was planned to hold an initial meeting in the near future to discuss possible ideas for the proposed event.

**DECISION a) To receive and note the report of Councillor D. Kent.**

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

- i) Review of Asset Security Arrangements.
- ii) Asset Risk Assessment.
- iii) Chelford Parish Hall (Part 2).
- iv) Chelford Activity Park - Play Area Review.
- v) Chelford Bowling Club.
- vi) Parish Appearance Improvement Project -
  - a) Quotation for regular watering of replacement planters.
  - b) Parish Boundary Signs.

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- c) Village Gateways.
- d) Replacement Notice Boards.
- e) Bench Provision.
- f) Red Telephone Kiosks - Future uses and interim management.
- vii) Cheshire East Council - Hedge maintenance policy.
- viii) ChALC - Annual Meeting - 24<sup>th</sup> October, 2019.
- ix) Cheshire East Council - Town & Parish Council Conference - 20<sup>th</sup> November, 2019.

**15. DATE OF NEXT MEETING** - Thursday 14<sup>th</sup> November, 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 16.**

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

None.

The Meeting was declared closed by the Chairman at 9:38p.m.

Signed: .....

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

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## APPENDIX A

Financial Statement for 2019/20 as at 10th October 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Sep. 2019 £.	Agenda Oct. 2019 £.	Budget Balance £.
	<b>Receipts</b>				
24,549.00	Precept	31,684.00	31,684.00		0.00
0.00	Balances	5,118.00	0.00		0.00
24.39	Investment Interest	0.00	15.27		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		1,022.16		502.29
<b>31,527.19</b>	<b>Total Receipts</b>	<b>36,802.00</b>	<b>32,846.43</b>	<b>0.00</b>	<b>502.29</b>
	<b>Payments</b>				
8,393.14	Salary (Clerk)	8,940.00	4,356.84	726.14	3,857.02
31.60	National Insurance (Employer)	0.00	19.44	3.24	-22.68
593.87	Allowances (Clerk)	675.00	311.35	38.62	325.03
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	200.00	22.00
818.36	Insurance	1,000.00	0.00		1,000.00
114.62	Sect. 137 Donations	400.00	0.00	50.00	350.00
1,001.86	Grants	2,812.00	0.00		2,812.00
65.00	Parish Council Newsletter	360.00	78.00	78.00	204.00
0.00	Christmas Trees & Lighting	0.00	0.00		0.00
51.11	Street Lighting (Electric & Repairs)	255.00	31.65		223.35
430.56	Website	60.00	3.32	0.83	55.85
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	100.00		260.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	1,161.97	171.66	4,191.37
570.00	Chelford Village - Maintenance	3,100.00	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	254.83	223.16
1,022.16	V.A.T.		412.19	90.10	
<b>23,409.98</b>	<b>Total Payments</b>	<b>36,802.00</b>	<b>7,698.78</b>	<b>1,613.42</b>	<b>27,992.09</b>

<b>Cash/Bank Reconciliation</b>	<b>01/04/19</b>	<b>12/09/19</b>	<b>10/10/19</b>	<b>31/03/20</b>
Balance B/Fwd.	45,690.35	45,690.35	70,838.00	69,224.58
Add Total Receipts	36,802.00	32,846.43	0.00	502.29
Less Total Payments	-36,802.00	-7,698.78	-1,613.42	-27,992.09
<b>Balance C/Fwd.</b>	<b>45,690.35</b>	<b>70,838.00</b>	<b>69,224.58</b>	<b>41,734.78</b>
<b>Cumulative Balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/19</b>	<b>12/09/19</b>	<b>10/10/19</b>	<b>31/03/20</b>
General Funds	18,526.76	43,852.42	42,493.83	15,004.03
Earmarked Reserves	27,163.59	26,985.58	26,730.75	26,730.75
	<b>45,690.35</b>	<b>70,838.00</b>	<b>69,224.58</b>	<b>41,734.78</b>

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## CASH/BANK RECONCILIATION AS AT - 10<sup>th</sup> October 2019

### CASH

Balance Brought Forward 01/04/19	
Current Account	24,969.15
Business Reserve Account	20,721.20
Plus Receipts	32,846.43
	<u>78,536.78</u>
Less Payments	9,312.20
Balance Carried Forward 10/10/19	<u><u>69,224.58</u></u>

### BANK (Natwest)

<b>Business Reserve Account -</b>	45,736.47	05/07/19
Add income/transfer received since above statement		
	<u>0.00</u>	0.00
Less unpresented cheques		
	<u>0.00</u>	0.00
	<u>45,736.47</u>	10/10/19
<b>Current Account -</b>	26,171.14	05/09/19
Add income received since above Statement		
	<u>0.00</u>	0.00
Less unpresented cheques/ Transfer		
Approved 2018/19	-64.62	
Approved 2019/20	-1,004.99	
For approval	<u>-1,613.42</u>	
	<u>-2,683.03</u>	
	23,488.11	10/10/19
<b>Total Bank Balances 10/10/19</b>	<u><u>69,224.58</u></u>	



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## APPENDIX B

### CORRESPONDENCE

<b>Received</b>	<b>Cheshire Association of Local Councils (ChALC) -</b>
-	ChALC Weekly Bulletin - 12, 19, 26 September 2019; 3 October 2019.
10/09/19	Further reminder for Healthy Living Half Day Workshop - October 2019.
16/09/19	Reminder for ChALC Annual Meeting.
23/09/19	Additional ChALC - Introduction to Local Councils Training session - 26/11/19.
30/09/19	Northwich Town Council - Traffic Management Chapter 8 Training.
03/10/19	Further information regarding Northwich Town Council - Traffic Management Chapter 8 Training.
	<b>Cheshire East Council -</b>
-	Traffic Management LAP Reports - 5, 19, 26 September 2019; 3 October 2019.
13/09/19	Partnership Working With Communities Survey.
17/09/19	Invitation to Town & Parish Council Conference - 20 <sup>th</sup> November, 2019.
18/09/19	Notice of Poll - Chelford Neighbourhood Plan Referendum.
20/09/19	Economic Strategy for Cheshire East Consultation - consultation closes 13/10/19.
	<b>Rural Services Network -</b>
-	Rural Bulletin - 10, 17, 24 September 2019; 1 October 2019.
-	Rural Funding Digest - September 2019; October 2019.
	<b>Other Correspondence -</b>
-	Public Sector Executive - 13, 18, 25 September 2019.
-	HMRC - 13/09/19 - Expenses and benefits explained; 16/09/19 - Statutory payments explained; 20/09/19 - Payroll tasks, reports and payments; 23/09/19 - Statutory payments, expenses and benefits; 24/09/19 - Brexit Bulletin; 27/09/19 - Getting PAYE right; 04/10/19 - Getting ready for Brexit; 04/10/19 - Employee travel and social functions.
-	Manchester Airport - 20/09/19 - Community Newsletter; 01/10/19 - Reminder of Manchester Airport Airspace Questionnaire; 02/10/19 - Further reminder re: Airspace Questionnaire.
-	CPRE - 28/09/19 - Campaign to increase Recycling; 03/10/19 - Autumn events.
-	Community & Voluntary Services - e-Bulletin - 13, 27 September 2019. 19/09/19 - Training e-Bulletin; 20/09/19 - Community Capacity and Resilience Service - Market Place Events; 04/10/19 - Cheshire East Council Support Service Redesign.
-	Information Commissioner's Office - Newsletter - September 2019.
13/09/19	Jones Homes (NW) Ltd. - Submission to Cheshire East Council Site Allocation & Development Policies Document Consultation.
18/09/19	Healthwatch Cheshire - People's Views on the Cheshire East Partnership Five-Year Plan Report.
23/09/19	Scope - Query re: textile recycling banks in local area.
27/09/19	Northwich Town Council - Traffic Management Chapter 8 course.
01/10/19	Age UK - Newsletter.
02/10/19	Came & Company - Intra-group reorganisation affecting Came & Company.
	<b>Advertisements -</b>
-	10/09/19 - Mallatite Ltd. - Pedestrian crossing equipment; 10/09/19 - Plantscape - Plant it yourself pots; 10/09/19 - Sovereign Play - Quotation services available; 11/09/19 - Mallatite Ltd. - Traffic sign lights; 11/09/19 - Jupiter Play - Nature vs Technology Play Seminar; 19/09/19 - Kompan - Supply only offers on play equipment; 19/09/19 - Notice Board Company - Sign manufacturing services; 20/09/19 - Playforce - Playground inspection services; 23/09/19 - Mallatite Ltd. - Traffic bollards; 23/09/19 - Eibe - Creating areas for play; 25/09/19 - Kompan - Match funding competition for play equipment; 25/09/19 - Playforce - Play inspections; 26/09/19 - Mallatite Ltd. - Internally illuminated traffic signs; 01/10/19 - Primary Care Supplies - Defibrillator accessories; 02/10/19 - Odin Events - Entertainment Supplier; 02/10/19 - Helping Hands - Litter clearance equipment.