

CHELFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: THURSDAY 8TH AUGUST 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 11th July, 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.
- 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 8th August, 2019. (Appendix A)
- ii) To authorise the following payments -

a) Direct Debit	1&1 IONOS	£1.00	Email account fee - August 2019.
b) Direct Debit	E-ON	£17.06	Electricity Charges: 01/04/19 - 30/06/19.
c) Cheque No. 001307	E. M. Maddock	£774.22	Salary - August, 2019 & Expenses.
d) Cheque No. 001308	H.M. Revenue & Customs	£6.06	National Insurance Contributions.
e) Cheque No. 001309	Greenfingers Landscape Ltd.	£205.99	Chelford Activity Park Maintenance - July 2019.
- iii) To note the following receipts since the last meeting -

a) NatWest Bank plc.	£3.63	Gross Interest - April 2019.
b) NatWest Bank plc.	£4.62	Gross Interest - May 2019.
c) NatWest Bank plc.	£7.02	Gross Interest - June 2019.

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) Lower Withington Parish Council - Bluedot Festival 2019 feedback request.
 - b) Friends of Chelford Station - Request for third party hedge to be included within Parish Council hedge cutting programme.
 - c) ChALC - New Model Financial Regulations.
- ii) To note correspondence received since the date of the last ordinary meeting. (Appendix B)

8. PLANNING -

- i) Applications for consideration -
 - a) 19/2936W - Variation of condition 4 on application 16/3064W - Variation of conditions 2, 4 & 5 of permission 10/3080W - Dingle Bank Quarry, Holmes Chapel Road, Lower Withington. SK11 9DR
 - b) 19/3354M - Variation of condition 2 (approved plans) application number 17/4040M - Erection of single dwelling - 1 Knutsford Road Cottages, Knutsford Road, Chelford. SK11 9AS
 - c) 19/3374M - Small extension to provide new fully accessible sanitary accommodation - Scouts Hall, Knutsford Road, Chelford. SK11 9AS
 - d) 19/3465M - Side extension to bungalow - Manor Lodge, Holmes Chapel Road, Chelford. SK11 9AQ

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- e) Any applications received following issue of Agenda will be included for consideration.
- ii) To consider the nomination of a Member to attend and speak at the Strategic Planning Board in respect of planning application 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
- iii) Cheshire East Council Site Allocations & Development Policies Document - To note that, subject to approval by Cheshire East Council Cabinet, public consultation on this document will take place between 19th August, 2019 and 13th October, 2019.

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 and consider the content of the revised RoSPA inspection report (if available) and determine actions required in relation thereto.
 - c) To receive booking requests for use of facilities at Chelford Activity Park.

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 to Telephone Exchange).
 - ii) Footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive).
 - iii) Overgrown vegetation - Dixon Drive (near to No. 2).
 - b) Carriageways and footways:
 - i) Hole around gully - Holmes Chapel Road near to The Lodge. (Work complete)
 - ii) Blocked gullies - Knutsford Road (near to roundabout).
 - c) Signage:
 - i) Damaged sign - Alderley Road.
 - ii) Sign orientation - Holmes Chapel Road at Parish boundary.
 - d) Street Assets:
 - i) Broken Windows (2) in Bus Passenger Shelter - Chelford Road.
 - ii) Damaged wall - Near junction of Station Road with Knutsford Road.
- ii) To receive highway matters for attention from Members.
- iii) To receive and consider information relating to the frequency and quality of verge maintenance along Dixon Drive.
- iv) To receive and consider information relating to the provision of dropped kerbs within the Dixon Drive estate and surrounding area.
- v) To receive and consider information relating to the zebra crossing on Knutsford Road.

12. COMMUNITY -

- i) Chelford Bowling Club - To receive notification of the Notice to Dispose of the Asset of Community Value and to consider any action required in relation thereto.
- ii) To consider items for inclusion within next Parish Council newsletter.
- iii) To receive an update (if available) relating to the allocation of Section 106 'community facilities' funds associated with the Cricketers Green development.
- iv) Community Speed Watch - To receive update on activities.
- v) 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.
- vi) 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'.

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- 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.
- vii) 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.
- viii) 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) Replacement Floral Display Planters.
- v) Quotation for regular watering of replacement planters.

14. DATE OF NEXT MEETING - Thursday 12th September, 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)
- i) Chelford Parish Hall - To receive an update on position.



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

Dated 4th August, 2019.

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APPENDIX A

Financial Statement for 2019/20 as at 8th August 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Jul. 2019 £.	Agenda Aug. 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	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		377.70
31,527.19	Total Receipts	36,802.00	16,989.16	15.27	16,219.70
	Payments				
8,393.14	Salary (Clerk)	8,940.00	2,904.56	726.14	5,309.30
31.60	National Insurance (Employer)	0.00	12.96	3.24	-16.20
593.87	Allowances (Clerk)	675.00	221.83	50.90	402.27
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	16.25	223.35
430.56	Website	60.00	1.66	0.83	57.51
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	70.00		290.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	818.65	171.66	4,534.69
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		477.99
1,022.16	V.A.T.		342.39	35.31	
23,409.98	Total Payments	36,802.00	5,689.47	1,004.33	30,485.90

Cash/Bank Reconciliation	01/04/19	11/07/19	08/08/19	31/03/20
Balance B/Fwd.	45,690.35	45,690.35	56,990.04	56,000.98
Add Total Receipts	36,802.00	16,989.16	15.27	16,219.70
Less Total Payments	-36,802.00	-5,689.47	-1,004.33	-30,485.90
Balance C/Fwd.	45,690.35	56,990.04	56,000.98	41,734.78
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/19	11/07/19	08/08/19	31/03/20
General Funds	18,526.76	30,004.46	29,015.40	14,749.20
Earmarked Reserves	27,163.59	26,985.58	26,985.58	26,985.58
	45,690.35	56,990.04	56,000.98	41,734.78

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CASH/BANK RECONCILIATION AS AT - 8th August 2019

CASH

Balance Brought Forward 01/04/19	
Current Account	24,969.15
Business Reserve Account	20,721.20
Plus Receipts	17,004.43
	<u>62,694.78</u>
Less Payments	6,693.80
Balance Carried Forward 08/08/19	<u><u>56,000.98</u></u>

BANK (Natwest)

Business Reserve Account -	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>	
	<u>0.00</u>	
	45,736.47	08/08/19
Current Account -	13,099.78	05/07/19
Add income received since above Statement		
	<u>0.00</u>	
	0.00	
Less unpresented cheques/ Transfer		
Approved 2018/19	-64.62	
Approved 2019/20	-1,766.32	
For approval	<u>-1,004.33</u>	
	<u>-2,835.27</u>	
	10,264.51	08/08/19
Total Bank Balances 08/08/19	<u><u>56,000.98</u></u>	

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APPENDIX B

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 11, 18, 25, 31 July 2019.
15/07/19	Introduction to Local Councils - possible additional date September/October 2019.
23/07/19	Additional ChALC - Introduction to Local Councils Training session - 16/10/19.
24/07/19	Chairmanship Training Session - 18/09/19.
02/08/19	Healthy Living Half Day Workshop - October 2019.
	Cheshire East Council -
-	Traffic Management LAP Reports - 11, 18, 25 July, 2019; 1 August 2019.
10/07/19	Emotionally Healthy Child/Young Person (EHCYP) Events.
12/07/19	Church Minshull Neighbourhood Plan - Regulation 16 Consultation - 12/07/19 - 23/08/19.
16/07/19	Christmas Events 2019 Callout for Ultimate Guide magazine.
19/07/19	Local Information Bulletin Congleton & Holmes Chapel Area.
23/07/19	Consultation on the Crewe Hub Area Action Plan and Southern Link Road Bridge Access Options.
26/07/19	Wybunbury Combined Neighbourhood Plan - Regulation 16 Consultation - 26/07/19 - 06/09/19.
26/07/19	Call for brand new events and activities over the August 2019 Bank Holiday for The Guardian.
01/08/19	Information bulletin - Council and partner agencies continue to respond to emergency flooding incidents.
02/08/19	Newhall Neighbourhood Plan - Regulation 16 Consultation - 02/08/19 - 13/09/19.
	Rural Services Network -
-	Rural Bulletin - 9, 16, 24, 30 July 2019.
31/07/19	Rural Conference 2019 - 3 rd -4 th September, 2019.
	Other Correspondence -
-	Public Sector Executive - 7, 10, 12, 17, 24, 31 July 2019; 2 August 2019.
-	HMRC - 08/09/19 - Safety and statutory payments; 12/07/19 - Expenses and benefits webinars; 17/07/19 - Trivial benefits and expenses; 19/07/19 - Statutory Payments and Payroll; 23/07/19 - Company directors and payroll; 29/07/19 - Expenses and benefits.
-	CPRE - 13/07/19 - Campaigns Update.
-	Community & Voluntary Services - e-Bulletin - 19 July 2019; 2 August 2019. 16/07/19 - Cheshire East Council Housing Related Support Services consultation event.
-	Information Commissioner's Office - Newsletter - August 2019.
-	Town & Parish Council Websites - Newsletter - July 2019.
-	Terrain Safety - 15/07/19 - Introducing Safecouncil.uk.
-	Cheshire & Warrington Growth Hub Newsletter - 30 July 2019.
01/08/19	Alderley Edge Parish Council - Neighbourhood Plan Regulation 14 Consultation - 01/08/19 - 12/09/19.
01/08/19	Healthwatch Cheshire - Cheshire East Partnership Five-Year Plan Consultation.
	Advertisements -
-	10/07/19 - Playforce - Play equipment; 10/07/19 - Primary Care Supplies - Defibrillators; 18/07/19 - Kompan Playgrounds - Design & Consultation Service; 24/07/19 - Notice Boards Online - Ten year guarantees; 22/07/19 - geViews - The New Innovative DropPit Cigarette Bin; 29/07/19 - Eibe - New playground products for 2019; 01/08/19 - Mallatite Ltd. - New e-commerce website.