

CHELFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD

THURSDAY 10TH MAY, 2018 at 7:30p.m.

at CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

PRESENT - Councillors: D. Wilson (Chairman), B. Brindley, A. Boon, J. Leach, B. Affleck.
Members of the Public (1).
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. ELECTION OF CHAIRMAN -

The retiring Chairman invited nominations for Chairman for the 2018/19 civic year. One nomination was received in respect of Councillor D. Wilson. The Clerk reminded Members that Standing Order 2f does not permit the retiring Chairman to be re-elected to the position of Chairman without express approval to suspend due to qualifying circumstances. There were no other nominations for Chairman.

- 34/18 **RESOLVED**
- a) That Standing Order 2f be suspended, as permitted by Standing Order 32a, to permit the re-election of the existing Chairman.
 - b) That Councillor D. Wilson be elected as Chairman to Chelford Parish Council for the 2018/19 civic year.
 - c) That the Chairman's Declaration of Acceptance of Office be received.

Proposed Councillor B. Affleck Seconded: Councillor A. Boon All in favour

2. **APOLOGIES FOR ABSENCE** - Councillor G. Willis - On holiday.
Borough Councillor G. Walton.
PCSO J. Short & PC G. Charnock - Local Policing Team.

3. **DECLARATIONS OF INTEREST** - Dr. E. M. Maddock - Item 12(i)(c) - Clerk & Responsible Financial Officer.

4. ELECTION OF VICE-CHAIRMAN -

The Chairman invited nominations for Vice-Chairman for the 2018/19 civic year. One nomination was received in respect of Councillor B. Brindley.

- 35/18 **RESOLVED**
- a) That Standing Order 2g be suspended, as permitted by Standing Order 32a, to permit the re-election of the existing Vice-Chairman.
 - b) That Councillor B. Brindley be elected as Vice-Chairman to Chelford Parish Council for the 2018/19 civic year.

Proposed Councillor B. Affleck Seconded: Councillor A. Boon All in favour

5. MINUTES -

The Minutes of the Parish Council Meeting held 12th April, 2018 had been previously circulated to all Members.

- 36/18 **RESOLVED**
- a) That the Minutes of the Parish Council Meeting held 12th April, 2018 be confirmed as a correct record and signed by the Chairman.

Proposed Councillor B. Affleck Seconded: Councillor J. Leach All in favour

6. PUBLIC FORUM FOR QUESTIONS -

No questions had been received from or were presented by members of the public.

7. REPORTS FROM EXTERNAL ORGANISATIONS -

- i) **Knutsford Rural Policing Team** - The Clerk reported that a new Police Constable and Police Community Support Officer had been assigned to the Chelford Ward. These officers will be covering both the Chelford Ward and Gawsforth Ward. There is presently an intention to restart the monthly crime reports and to attend Parish Council meetings where commitments allow.
- ii) **Cheshire East Ward Member Cllr. G. Walton** - Borough Councillor G. Walton was not present at the meeting, however, Councillor D. Wilson had received updates in respect of the following issues: work is in hand to secure improvements to the illumination of the zebra crossing on Knutsford Road; the flooding near the Shell Garage, Knutsford Road will be investigated and adjacent residents consulted and Borough Councillor G. Walton has reported the work taking place at a property on Millbank Close to the Planning Enforcement Team at Cheshire East Council.

8. CO-OPTION OF PARISH COUNCILLOR -

Expressions of Interest to be co-opted to the Parish Council had been received from three candidates. Members, having already considered the content of the Expressions of Interest statements, voted for a candidate to fill the vacancy.

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37/18 **RESOLVED** a) That Ms. Lynsey Hunt be co-opted to the Parish Council.

Proposed Councillor B. Brindley

Seconded: Councillor A. Boon

All in favour

9. COMMITTEES 2018/19 -

- i) **Appointment of Committees 2018/19** - Members considered whether it was necessary to appoint committees for the 2018/19 civic year. It was considered that the monthly meetings provided sufficient opportunity to deal with Parish Council business.

38/18 **RESOLVED** a) That no committees be appointed for the 2018/19 civic year.

Proposed Councillor J. Leach

Seconded: Councillor B. Brindley

All in favour

- ii) **Neighbourhood Plan Steering Group** - It was reported that the Neighbourhood Plan Steering Group was progressing well with the development of the Neighbourhood Plan.

39/18 **RESOLVED** a) That the Neighbourhood Plan Steering Group be re-appointed as an advisory committee to the Parish Council on the same Terms of Reference as 2017/18.

Proposed Councillor D. Wilson

Seconded: Councillor B. Affleck

All in favour

10. CALANDAR OF MEETINGS 2018/19 -

Members confirmed that future meetings would continue to be held on the second Thursday of each month. The Annual Parish Meeting 2019 will be held on the Tuesday immediately following the May, 2019 Parish Council Meeting. Meetings will take place at 7:30p.m. at Chelford Parish Hall, Knutsford Road, Chelford.

40/18 **RESOLVED** a) That future Parish Council Meetings be held on the following dates:
14th June, 2018, 12th July, 2018, 9th August, 2018, 13th September, 2018,
11th October, 2018, 8th November, 2018, 13th December, 2018, 10th January, 2019,
14th February, 2019, 14th March, 2019, 11th April, 2019, 9th May, 2019.
Annual Parish Meeting - 14th May, 2019.

Proposed Councillor B. Brindley

Seconded: Councillor J. Leach

All in favour

11. FINANCE -

- i) **Financial Statement 2018/19 as at 10th May, 2018.** (Appendix A)

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

- ii) **To ratify the following payment** - the Chairman outlined the basis of the following payment:

a) Cheque No. 001219 The David Lewis Centre £267.82 Neighbourhood Plan Flyer & Poster Printing.

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

a) Direct Debit E-ON £12.03 Electricity Charges: 01/01/18 - 31/03/18.
b) Cheque No. 001220 E. M. Maddock £822.19 Salary May 2018 & Expenses.
c) Cheque No. 001221 H.M. Revenue & Customs £70.76 Income Tax & NI Contributions.
d) Cheque No. 001222 Greenfingers Landscape Ltd. £200.00 Ground Maintenance Contract (Apr. 2018).
e) Cheque No. 001223 CPRE £36.00 Membership Fee 2018/19.
f) Cheque No. 001224 Cheshire East Council £65.00 Newsletter Printing - May 2018.
g) Cheque No. 001225 Chelford Tenants & Residents Association £35.00 Refreshments for Neighbourhood Plan Consultation Events - April, 2018.
h) Cheque No. 001226 JDH Business Services Ltd. £180.00 Internal Audit Fee 2017/18.

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

41/18 **RESOLVED** a) That the Statement of Account, as at 10th May, 2018 be received and the Clerk's observations duly noted.

b) That the schedule of 9 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

- v) **Internal Audit Report 2017/18** - Members considered the Internal Audit Report (Page 3 of the Annual Governance and Accountability Return 2017/18). The report did not identify any items of non-compliance with the internal control objectives.

42/18 **RESOLVED** a) To receive and note the internal audit report 2017/18 contained in the Annual Governance and Accountability Return.

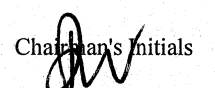
Proposed Councillor B. Affleck

Seconded: Councillor A. Boon

All in favour

- vi) **Final Accounts and External Audit Arrangements 2017/18 -**

a) To consider and approve the signing of the Annual Governance Statement 2017/18 (Section 1 of the



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Annual Governance and Accountability Return) for submission to the External Auditors -

Members considered the Annual Governance Statement 2017/18 and unanimously agreed that 'yes' be recorded by items 1-8 and 'n/a' be recorded in respect of item 9 (Trust Funds).

- 43/18 **RESOLVED** a) That the Annual Governance Statement (Section 1 of the Annual Return) record a 'yes' in respect of items 1 - 8 and a 'n/a' in respect of item 9.
- b) That the Chairman and Clerk & Responsible Financial Officer be authorised to sign the certificate in respect of Section 1 (Annual Governance Statement) of the Annual Governance and Accountability Return 2017/18.

Proposed Councillor B. Affleck

Seconded: Councillor A. Boon

All in favour

- b) To approve and adopt the 2017/18 Final Accounts and Supporting Notes - The Chairman presented the Final Accounts 2017/18 and Supporting Notes to the Council.

- 44/18 **RESOLVED** a) The Final Accounts and Supporting Notes for the financial year ended 31st March, 2018 be duly approved and adopted. (Appendix B)

Proposed Councillor B. Affleck

Seconded: Councillor B. Brindley

All in favour

- c) To approve the signing of the Accounting Statements 2017/18 (Section 2 of the Annual Governance and Accountability Return) for submission to the External Auditors - The Chairman presented the Accounting Statements 2017/18 to the Council noting that these figures represented those outlined in the Final Accounts. The Chairman expressed thanks to the Clerk for the work undertaken to prepare the end of year accounts.

- 45/18 **RESOLVED** a) That the Chairman and Clerk & Responsible Financial Officer be authorised to sign the certificate in respect of Section 2 of the Annual Governance and Accountability Return 2017/18.

Proposed Councillor A. Boon

Seconded: Councillor B. Brindley

All in favour

12. CORRESPONDENCE -

- i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:

- a) **Resident - Concern re: potholes, overgrown hedges and appearance of Parish.** The Clerk reported that a resident had expressed concern about the present appearance of the Parish and had forwarded an image of an overgrown hedge. The communication had been acknowledged along with a request for the location of the overgrown hedge in the image. Details of the location had not yet been provided by the resident.

DECISION a) To receive and note the above communication and approve the actions of the Clerk.

- b) **E-ON - Increase in electricity charges.** The Clerk reported that the increase in electricity charges will have an annual impact of £6.35.

DECISION a) To receive and note the information.

- c) **ChALC - National Joint Council for Local Government Services Revised Pay Scales.** The Clerk reported that revised pay scales for 2018/19 have been issued.

- 46/18 **RESOLVED** a) That the revised pay scales 2018/19 be adopted.

Proposed Councillor B. Affleck

Seconded: Councillor A. Boon

All in favour

- d) **Cheshire East Council - Local Transport Plan Consultation (01/05/18 - 25/06/18).** The Clerk reported that the public consultation covers information relating to several modes of transport. It was noted that A537 has been identified as lying along a corridor of growth, therefore, may need to be reviewed.

DECISION a) To receive and note the consultation.

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

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

13. PLANNING & LICENSING APPLICATIONS -

- i) Applications for consideration:

- a) **18/1833M - Proposed first floor extension and alterations - 12 Burnt Acre, Chelford. SK11 9SS**

DECISION a) No comment.

- b) **18/1890M - Variation of condition 2 on appeal APP/R0660/W/17/3172585 (application 16/5594M) for replacement dwelling with detached garage - Oak Tree House, Pepper Street, Chelford. SK11 9BE**

DECISION a) No comment.

- ii) Development at former Chelford Agricultural Centre -

- a) **Proposed apartment block -** Councillor D. Wilson reported that he had received information about the dimensions of the proposed apartment block. The external dimensions of the proposed building are:

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Height: 11m to ridge, 7.8m to eaves; Width: 19.4m; Depth: 11m.

- b) **Demand for affordable properties in Chelford** - Councillor D. Wilson reported that he had requested information from Cheshire East Council relating to the demand for affordable homes in Chelford Parish. Unfortunately, the information provided did not identify the specific need within Chelford nor the number of individuals from Chelford (either originally or presently) requesting affordable homes within the Parish.

- iii) **Local Plan Site Allocation & Development Policies Document** - The Chairman invited comments and/or questions from Members in preparation for attending the briefing meeting on the Local Plan Site Allocations and Development Policies Document. Members considered that the Neighbourhood Plan questionnaire responses provided a good representation of the general view of residents.

14. HIGHWAY MAINTENANCE & ENHANCEMENTS -

- i) **Updates in respect of the following outstanding highway matters from/since the previous meeting:**
- a) **Pothole - Outside Applewood House, Knutsford Road** - Work complete.
 - b) **School 20mph zone signs - lack of designated end point of zone** - Awaiting response from Police.
 - c) **Condition of footways in Dixon Drive estate** - Response from Cheshire East Highways, "These defects will be monitored under the routine safety inspection and any actionable defects will be actioned as part of this process. Dixon Drive has also been placed on the L3 footway works list to be programmed and scheduled via our asset management based approach. Unfortunately, I cannot provide a time scale on this."
 - d) **Possible remedial work to zebra crossing on Knutsford Road** - The contractor has been approached by Cheshire East Council to establish whether the current poles and lanterns can be changed to incorporate improved illumination.
 - e) **Flooding - Outside Alderlea, Knutsford Road** - This matter is being investigated by Cheshire East Highways.
 - f) **Broken No Through Bollard - Dixon Drive** - Works will be programmed to replace the bollard.
 - g) **Camera Equipment - Holmes Chapel Road (near to Chelford Cricket Ground)** - It has been confirmed that this is authorised equipment.
 - h) **Chelford Market Signs - Knutsford Road** - Awaiting response from Cheshire East Highways.
 - i) **Yellow Parking Restriction Lines - Dixon Drive Estate** - The Clerk reported that a complaint had been received regarding the quality of the line removal work. Members agreed that a query should be submitted to Cheshire East Highways to ascertain whether any further work is planned to improve the appearance of the highway.
 - j) **Condition of footway along Alderley Road** - The Clerk reported that the Cheshire East Highways budget for this work is small, therefore, in order for the issue to be raised in priority it would need to be identified as the Parish's top priority. Members considered that this defect was not the top highway priority within the Parish.
 - k) **Condition of footway along Holmes Chapel Road from roundabout to St. John's Church** - The Clerk requested clarification of the specific area which was causing concern. It was reported that pedestrians are presently unable to pass safely especially when heavy goods vehicles are also present.
 - l) **Overhanging hedge - Dixon Drive** - Awaiting assessment by Cheshire East Highways.

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

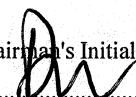
- ii) To receive highway matters for attention from Members - None.

15. COMMUNITY -

- i) **Defibrillator Provision** - The Clerk reported the latest update received from CTARA indicated that the fund raising letters distributed within the Parish had raised £1,183. Letters have now been distributed to local businesses. Each proposed defibrillator will cost £2,000. At present no grant applications have been submitted. In addition, the update referred to the possible relocation of a telephone kiosk to outside Chelford Community Hub.

Members considered the update, however, did not consider that sufficient information was available to make an assessment in respect of a Parish Council contribution. It was also noted that no decisions had yet been made in respect of the future uses of the telephone kiosks.

- DECISION** a) **That the Clerk be authorised to seek further clarification of the present position from the Knutsford Community First Responder Team.**
- b) **That a decision relating to a possible Parish Council contribution to the defibrillator project be deferred to a future meeting.**



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- c) That possible future uses of the telephone kiosks be considered at a future meeting.
- ii) **Chelford Bowling Club** - The Clerk reported that no further updates were available at present.
- iii) **Potential Uses of Section 106 funds within Parish** -
 - a) **Section 106 funds relating to former Chelford Agricultural Centre site** - Councillor B. Brindley reported that he and Councillor D. Wilson had attended a meeting with representatives of Cheshire East Council to discuss the proposed Section 106 funds. It appears that the allocated sums are prescribed by national and local planning policy, therefore, there is little opportunity to vary the purpose or value of the contributions. In addition, the present policy position also prevents an allocation being made for community facilities. Members expressed their dissatisfaction with the present position and noted that there were allocations which demonstrated a lack of local knowledge of existing facilities.

DECISION a) That the Clerk write to Cheshire East Council to express the Parish Council's dissatisfaction with the present position.

- b) **Section 106 funds relating to Cricketer's Green development** - Councillor D. Wilson reported that he and Councillor B. Brindley will be attending a meeting in the coming weeks to discuss progress with the allocation of the Section 106 funds.

16. ASSETS -

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

- a) **Routine Inspections of Chelford Activity Park** - Councillor A. Boon reported that there were no issues of concern at present. Councillor D. Wilson reported that the tennis net was presently in a poor state.

DECISION a) That Councillor D. Wilson identify whether the tennis net can be re-installed and is fit for purpose.

- b) **Annual RoSPA Inspection Actions** - The Clerk reported that this matter was ongoing.

ii) **Update on Facility Bookings** - The Clerk reported that no hire requests had been received since the last meeting.

17. NEIGHBOURHOOD PLAN -

- i) **Neighbourhood Plan Steering Group Minutes** - The Minutes of the Neighbourhood Plan Steering Group meeting held 2nd May, 2018 had been previously circulated to all Members.

DECISION a) That the Minutes of the Neighbourhood Plan Steering Group meeting held 2nd May, 2018 be received.

- ii) **Neighbourhood Plan Steering Group Recommendations** - It was reported that there were no recommendations contained within the Minutes of the meeting held 2nd May, 2018.

- iii) **Neighbourhood Plan - Financial Update** - The Clerk reported that the grant application in respect of 2018/19 had, today, been approved.

18. GENERAL DATA PROTECTION REGULATIONS (GDPR) -

- i) The Clerk reported that she had recently attended training sessions relating to the implementation of GDPR. A recent press release has indicated that local councils will no longer be obliged to appoint a Data Protection Officer, however, all other obligations will apply. At present, work is ongoing to implement the requirements.

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

- i) Refurbishment of Red Telephone Kiosks (2).
- ii) Review of Asset Security Arrangements.
- iii) Asset Risk Assessment.
- iv) Provision of public waste bins.

20. DATE OF NEXT MEETING - Thursday 14th June, 2018 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 21.

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

None.

The Meeting was declared closed by the Chairman at 9:17 p.m

Signed: 

Approval Date - 14th June, 2018

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APPENDIX A

Financial Statement for 2018/19					
as at 10 May 2018					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to Apr. 2018 £.	Agenda May 2018 £.	Budget Balance £.
Receipts					
22,485.00	Precept	24,549.00	12,274.50		12,274.50
0.00	Balances	0.00	0.00		0.00
5.05	Investment Interest	0.00	0.00		0.00
0.00	Sale of Assets	0.00	0.00		0.00
7,542.99	Grants, Donations & Refunds	5,259.00	0.00		5,259.00
0.00	Contra Income	0.00	0.00		0.00
652.26	V.A.T. Refund (17/18)		0.00		123.83
30,685.30	Total Receipts	29,808.00	12,274.50	0.00	17,657.33
Payments					
7,708.58	Salary (Clerk)	7,962.00	663.44	671.46	6,627.10
161.48	National Insurance (Employer)	0.00	0.00		0.00
580.73	Allowances (Clerk)	650.00	50.77	58.87	540.36
0.00	Chairman/Member Allowances	0.00	0.00		0.00
31.36	Administration	210.00	0.00		210.00
248.00	Audit Fees (Internal & External)	360.00	0.00	150.00	210.00
788.81	Insurance	1,750.00	0.00		1,750.00
592.36	Sect. 137 Donations	450.00	0.00		450.00
150.00	Grants	2,380.00	0.00		2,380.00
50.00	Parish Council Newsletter	100.00	0.00	65.00	35.00
0.00	Christmas Trees & Lighting	300.00	0.00		300.00
80.78	Street Lighting (Electric & Repairs)	190.00	0.00	11.46	178.54
1,345.04	Website	482.00	0.00		482.00
570.00	Village Planters	600.00	0.00		600.00
0.00	Professional Services	300.00	0.00		300.00
0.00	Advertising	75.00	0.00		75.00
494.85	Subscriptions/Affiliation Fees	555.00	413.96	36.00	105.04
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	299.67	166.67	3,483.66
0.00	Asset Maintenance	1,825.00	0.00		1,825.00
0.00	Asset Purchase	1,400.00	0.00		1,400.00
0.00	Contingency	500.00	0.00		500.00
7825.00	Neighbourhood Plan	5,259.00	172.17	465.44	4,621.39
874.80	V.A.T.		59.93	63.90	
24,223.66	Total Payments	29,808.00	1,694.94	1,688.80	26,548.09

Cash/Bank Reconciliation	01/04/18	12/04/18	10/05/18	31/03/19
Balance B/Fwd.	37,573.14	37,573.14	48,152.70	46,463.90
Add Total Receipts	29,808.00	12,274.50	0.00	17,657.33
Less Total Payments	-29,808.00	-1,694.94	-1,688.80	-26,548.09
Balance C/Fwd.	37,573.14	48,152.70	46,463.90	37,573.14
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/18	12/04/18	10/05/18	31/03/19
General Funds	8,795.55	19,547.28	18,021.10	9,130.34
Earmarked Reserves	28,777.59	28,605.42	28,442.80	28,442.80
	37,573.14	48,152.70	46,463.90	37,573.14

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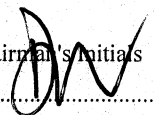
CASH/BANK RECONCILIATION AS AT - 10th May 2018

CASH

Balance Brought Forward 01/04/18	37,573.14
Plus Receipts	12,274.50
	<u>49,847.64</u>
Less Payments	3,383.74
Balance Carried Forward 10/05/18	<u><u>46,463.90</u></u>

BANK (Natwest)

Business Reserve Account -	19,696.81	05/04/18
Add income/transfer received since above statement		
	<u>0.00</u>	
Less unpresented cheques		
	<u>0.00</u>	
	19,696.81	10/05/18
Current Account -	30,410.83	05/04/18
Add income received since above Statement		
	<u>0.00</u>	
	0.00	
Less unpresented cheques/ Transfer		
Approved (2017/18)	-260.00	
Approved (2018/19)	-1,694.94	
For Approval	-1,688.80	
	<u>-3,643.74</u>	
	26,767.09	10/05/18
Total Bank Balances 10/05/18	<u><u>46,463.90</u></u>	



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APPENDIX B

Summary Receipts & Payments Account for the year ended 31st March, 2018

2016/17		<u>Receipts</u>	2017/18
£.			£.
17,486.00	Precept		22,485.00
6.73	Investment Interest		5.05
0.00	Sale of assets		0.00
60.00	Hire of Chelford Activity Park		0.00
194.00	Grants, Donations & Refunds		7,542.99
849.50	V.A.T. Refund (2016/17)		652.26
<u>18,596.23</u>		Total Receipts	<u>30,685.30</u>
		<u>Payments</u>	
6,959.09	Salary (Clerk)		7,708.58
489.00	HMRC - Overpayment of Income Tax		0.00
0.00	National Insurance (Employer)		161.48
583.27	Allowances (Clerk)		580.73
0.00	Member Allowances		0.00
28.82	Administration		31.36
100.00	Audit Fees (internal & external)		248.00
1,365.85	Insurance		788.81
384.24	Donations - Sect. 137		592.36
1,380.00	Grants		150.00
50.00	Parish Council Newsletter		50.00
0.00	Christmas Trees & Lighting		0.00
79.30	Street Lighting (Electric & Repairs)		80.78
358.80	Website		1,012.54
675.00	Village Planters		570.00
203.00	Tennis Coaching		0.00
400.00	Professional Services		0.00
0.00	Advertising		0.00
464.85	Subscriptions / Affiliation Fees		494.85
152.50	Room Hire		185.00
0.00	Training		60.00
1,021.85	Chelford Activity Park - Maintenance		2,476.87
1,059.00	Asset Maintenance		0.00
657.97	Asset Purchase		332.50
11.23	Contingency		0.00
0.00	Neighbourhood Plan		7,825.00
652.26	V.A.T.		874.80
<u>17,076.03</u>		Total Payments	<u>24,223.66</u>

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29,591.30	Balance B/Fwd. 01/04/17	31,111.50
18,596.23	Add Total Receipts	30,685.30
-17,076.03	Less Total Payments	-24,223.66
<u>31,111.50</u>	Balance C/Fwd. 31/03/18	<u>37,573.14</u>

Analysis of Cumulative Funds

19,691.76	NatWest Business Reserve Account	19,696.81
11,419.74	NatWest Bank Current Account	17,876.33
<u>31,111.50</u>	Total	<u>37,573.14</u>

Above Funds held for the following purposes:-

30,490.62	General Funds	8,795.55
620.88	Earmarked Reserves	28,777.59
0.00	Capital Reserves	0.00
<u>31,111.50</u>		<u>37,573.14</u>

The above Statement represents fairly the financial position of the Chelford Parish Council as at 31st March, 2018 and reflects its receipts and payments during the year.

Chelford Parish Council Supporting Notes - 2017/18

Assets

During the year the following assets were purchased at the cost shown:-
Laptop Computer £332.50

During the year the following asset was donated to the Friends of Chelford Station:-
Brushcutter Equipment (Asset valuation) £234.79

At the 31st March, 2018 the following assets were held:-
Full list of assets & values, following comprehensive review
& identification, in Assets Register - Value: £82,576.28

Leases

At the year end the following leases were in operation:- None.

Borrowings

As at close of business on 31st March, 2018 the following loans to the Council were outstanding:- None.

Debts

At the year end the following debts were outstanding and due to the Council.

VAT reclaim	£874.80
Employee Income Tax Refund	<u>£489.00</u>
	<u>£1,363.80</u>

Capital Reserves

None.

CHELFORD PARISH COUNCIL

Earmarked Reserves

Mere Court Improvements	£501.52
Neighbourhood Plan	£3,476.00
Chelford Primary School - After School Club	£1,550.00
Community Project Fund	£18,132.57
Asset Refurbishment Fund	£4,000.00
Democratic Services Fund	£1,000.00
Transparency Code Grant	£117.50
	<u>£28,777.59</u>

Tenancies

During the year the following tenancies were held:- None.

Section 137 Payments

The limit for spending under Sect. 137 of the Local Government Act 1972 for the Council in the year of account was £7,910.65 and payments made were:-

<u>Payee</u>	<u>Nature of Payment</u>	<u>Amount</u>
Friends of Chelford Station	Donation	£329.36
RBL Poppy Appeal	Donation	£50.00
East Cheshire Hospice	Donation	£50.00
Chelford Tenants Association	Donation	£163.00
		<u>£592.36</u>

Agency Work

During the year the Council undertook the following agency work on behalf of other local authorities:- None.

Advertising and Publicity

The following costs for advertising and publicity were incurred during the year:- None.

Contingent Liabilities

None.

Pensions

For the year of account the Council made no contribution to staff pensions.

APPENDIX C

Chairman's Initials

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CHELFORD PARISH COUNCIL

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 12, 19, 26 April 2018.
26/04/18	Update re: General Data Protection Regulation requirements.
	Cheshire East Council -
-	Traffic Management LAP Reports - 12 April 2018.
-	Connected Communities Newsletter - Call for articles May/June 2018.
-	Neighbourhood Planning Fortnightly Update - 20 April 2018.
-	Winter Service Decisions - 8-16 April 2018.
30/04/18	Mental Health Redesign Consultation Event - 02/05/18. [30/04/18 - Event postponed]
	Rural Services Network -
-	Weekly News Digest - 9, 16, 20, 23, 30 April 2018.
-	Rural Opportunities Bulletin - May 2018.
-	Hinterland Newsletter - 13, 20, 27 April 2018.
-	Rural Vulnerability Service - Rural Broadband (April 2018); Fuel Poverty (April 2018).
-	RSN Spotlight - Rural Housing (April 2018).
	Other Correspondence -
-	Healthwatch Cheshire East - 18/04/18 - Priorities Survey; 27/04/18 - Reminder Priorities Survey & GDPR statement.
-	Public Sector Executive - 9, 13, 16, 20, 23, 27, 30 April 2018; 10/04/18 - GDPR & the Public Sector - Should you be worried?
-	HMRC - 09/04/18 - End of year and expenses; 11/04/18 - Sick pay, maternity and paternity pay; 12/04/18 - Employer Bulletin 71; 13/04/18 - Online help with payrolling and benefits; 16/04/18 - Filing reports and P60 forms; 18/04/18 - End of year tasks and expenses; 20/04/18 - Introduction to Health & Safety in the workplace; 21/04/18 - Make apprenticeships work for your business; 26/04/18 - Getting parental and sick pay right; 30/04/18 - Top tips on running payroll.
-	CPRE - 10/04/18 - Campaign Update; 19/04/18 - Fieldwork Newsletter; 26/04/18 - National Planning Policy Framework review.
-	Community & Voluntary Services - e-Bulletin - 13, 27 April 2018; 25/04/18 - Training News.
-	Information Commissioner's Office - Newsletter - April 2018.
-	Age UK - Newsletter - April 2018.
10/04/18	Congleton Town Council - Maintenance Services.
12/04/18	E-ON - Monthly Market Report.
13/04/18	Ester McVey MP - Contact details for residents.
13/04/18	Local Council Public Advisory Service - General Data Protection Regulations Training Course.
15/04/18	Civic Voice - Invitation to engage young people in heritage.
15/04/18	Wrenbury cum Frith Neighbourhood Plan - Regulation 14 Consultation. (16/04/18- 17/06/18)
19/04/18	Manchester Airport - Runway Maintenance.
27/04/18	East Cheshire Hospice - Bubble Rush Event - 23 rd June, 2018.
27/04/18	Calor - Rural Community Fund.
27/04/18	Came & Company - Power outage affecting services.
01/05/18	Locality - Neighbourhood Planning Newsletter.
	Advertisements -
-	10/04/18 - Kompan Playgrounds - Matched Funding Competition; 12/04/18 - Notice Board Company - Exclusive offers available; 16/04/18 - Primary Care Supplies - Defibrillators; 19/04/18 - Notice Board Company - Lecturn Style Displays; 19/04/18 - Eibe - Noah's Ark Play Unit; 23/04/18 - Indo Lighting - Energy Efficient Light Fittings; 24/04/18 - Notice Board Company - April & May offers; 25/04/18 - TWM Traffic Solutions - Speed Indicator Devices; 26/04/18 - Kompan Playgrounds - Fitness Packages for under £15,000; 26/04/18 - Greenfingers Landscapes Ltd. - Transform underused community spaces; 26/04/18 - Eibe - Play Equipment for Developers and Councils; 01/05/18 - Kompan Playgrounds - Reminder Matched Funding Competition; 01/05/18 - The App Office - Website GDPR compliance; 01/05/18 - Notice Board Company - 2018 Brochure available; 02/05/18 - Primary Care Supplies - Defibrillators.