

CHELFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: THURSDAY 12TH SEPTEMBER 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 8th August, 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.
 - b) Availability of Selecta DNA kits for Chelford residents.
 - ii) Cheshire East Ward Member Cllr. M. Asquith - Report on items of interest to the Parish Council.
 - iii) Cheshire East Council - Future Communications Strategy Proposal Briefing. (DW)
 - iv) Dingle Bank Quarry Liaison Group - 10th September, 2019. (BB)
- 6. FINANCE -**
 - i) To receive and consider the Financial Statement 2019/20 as at 12th September, 2019. (Appendix A)
 - ii) To authorise the following payments -

a) Direct Debit	1&1 IONOS	£1.00	Email account fee - September 2019.
b) Cheque No. 001310	E. M. Maddock	£761.94	Salary - September, 2019 & Expenses.
c) Cheque No. 001311	H.M. Revenue & Customs	£6.06	National Insurance Contributions.
d) Cheque No. 001312	Greenfingers Landscape Ltd.	£205.99	Chelford Activity Park Maintenance - August 2019.
e) Cheque No. 001313	SLCC Cheshire	£30.00	Cheshire Branch Conference.
 - iii) To note the following receipt since the last meeting -
 - a) Cheshire East Borough Council
- 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) ChALC - Notice of Annual Meeting 2019 - 24th October, 2019 - To consider whether the Parish Council wishes to submit any motions for discussion at the ChALC Annual Meeting and to nominate representatives to attend the meeting.
 - b) Manchester Airport - Future Airspace Questionnaire - To determine responses, if required, to the questionnaire.
 - c) Manchester Airport - Focus groups relating to research which will contribute to the review of airspace in England, forming part of Manchester Airport's engagement process - To note whether any Members are participating in the research.
 - d) Resident - Complaint about parked vehicles obstructing access to residential properties on Peover Lane.
 - ii) To note correspondence received since the date of the last ordinary meeting. (Appendix B)
- 8. PLANNING -**
 - i) Applications for consideration -
 - a) 19/3867M - Certificate of lawfulness for proposed extension to existing dwelling - Selworthy, 27 Broomfield Close, Chelford. SK11 9SL [Parish Council comments are limited to confirming or refuting

CHELFORD PARISH COUNCIL

AGENDA

the factual accuracy of the information contained within the application.]

- b) 19/4037M - Single storey rear extension to existing detached dwelling - 10 Broomfield Close, Chelford. SK11 9SL [Parish Council comments are limited to confirming or refuting the factual accuracy of the information contained within the application.]

- c) Any applications received following issue of Agenda will be included for consideration.

ii) Cheshire East Council Site Allocations & Development Policies Document Consultation -

- a) To receive a report titled 'Housing Development in Local Service Centres' from a local Planning Consultant.

- b) To consider and determine a response, if required, to the consultation. (Consultation closes 30/09/19)

9. NEIGHBOURHOOD PLAN -

- i) To note that the Neighbourhood Plan referendum will take place on 26th September, 2019.
- ii) To approve the distribution of a flyer to all households within the Parish to raise awareness of the referendum.
- iii) To receive information relating to the counting of the referendum votes.

10. ASSETS -

i) Chelford Activity Park -

- a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.
- b) 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) Ownership of footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive).
- ii) Overgrown vegetation - Dixon Drive (near to No. 2).
- iii) Overgrown vegetation - Dixon Drive (adjacent to No. 10 Millbank Close).
- iv) Hedge maintenance - Knutsford Road (near to station bridge).
- v) Overgrown vegetation - Public Footpath No. 1.
- vi) Overgrown hedge - Knutsford Road (from Chelford Activity Park towards roundabout).

b) Carriageways and footways:

- i) Blocked gullies - Knutsford Road (near to roundabout).
- ii) Flooding - Station Road (near to junction with Knutsford Road).

c) Signage:

- i) Damaged sign - Alderley Road.
- ii) Sign orientation - Holmes Chapel Road at Parish Boundary.
- iii) Dislodged sign - Knutsford Road (near to SID).

d) Street Assets:

- i) Broken Windows (2) in Bus Passenger Shelter - Chelford Road.

ii) To receive highway matters for attention from Members.

iii) To receive and consider (if available) information relating to the provision of dropped kerbs within the Dixon Drive estate and surrounding area.

iv) To receive an update relating to safety concerns associated with the zebra crossing on Knutsford Road.

12. COMMUNITY -

i) Chelford Bowling Club - To note that an expression of interest has been submitted in response to the Notice to Dispose of the Asset of Community Value.

ii) Parish Council Profile - To approve the publication of the September, 2019 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) To receive an update on progress with improvement works at Mere Court Park.

v) Community Speed Watch - To receive update on activities.

vi) Parish Appearance Improvement Project -

- a) To consider possible options relating to the replacement of Parish Council notice boards.

CHELFORD PARISH COUNCIL

AGENDA

- b) Bench Provision within Parish - To receive and consider the bench audit and whether any further benches are required within the Parish.
- c) To receive suggestions for possible further improvement work.
- vii) Parish Remembrance Activities -
 - a) To receive an update regarding provision of large poppies for mounting on street lighting columns and silhouettes for display on Parish highway verges.
- viii) Parish Community Day - To receive an update on arrangements.
- ix) Chelford Surgery - To acknowledge the positive outcome of recent NHS England GP Patient Survey.
- 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.
 - vi) Chelford Parish Hall (Part 2).
 - vii) Chelford Activity Park - Play Area Review.
 - viii) Chelford Parish Boundary Signs.
- 14. DATE OF NEXT MEETING -** Thursday 10th October, 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)

E.M.Maddock

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

Dated 8th September, 2019.

CHELFORD PARISH COUNCIL

AGENDA

APPENDIX A

Financial Statement for 2019/20 as at 12th September 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Aug. 2019 £.	Agenda Sep. 2019 £.	Budget Balance £.
	Receipts				
24,549.00	Precept	31,684.00	15,842.00	15,842.00	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		412.19
31,527.19	Total Receipts	36,802.00	17,004.43	15,842.00	412.19
	Payments				
8,393.14	Salary (Clerk)	8,940.00	3,630.70	726.14	4,583.16
31.60	National Insurance (Employer)	0.00	16.20	3.24	-19.44
593.87	Allowances (Clerk)	675.00	272.73	38.62	363.65
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	31.65		223.35
430.56	Website	60.00	2.49	0.83	56.68
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	30.00	260.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	990.31	171.66	4,363.03
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.		377.69	34.50	
23,409.98	Total Payments	36,802.00	6,693.79	1,004.99	29,515.41

Cash/Bank Reconciliation	01/04/19	08/08/19	12/09/19	31/03/20
Balance B/Fwd.	45,690.35	45,690.35	56,000.99	70,838.00
Add Total Receipts	36,802.00	17,004.43	15,842.00	412.19
Less Total Payments	-36,802.00	-6,693.79	-1,004.99	-29,515.41
Balance C/Fwd.	45,690.35	56,000.99	70,838.00	41,734.78
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/19	08/08/19	12/09/19	31/03/20
General Funds	18,526.76	29,015.41	43,852.42	14,749.20
Earmarked Reserves	27,163.59	26,985.58	26,985.58	26,985.58
	45,690.35	56,000.99	70,838.00	41,734.78

CHELFORD PARISH COUNCIL

AGENDA

CASH/BANK RECONCILIATION AS AT - 12th September 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	7,698.78
Balance Carried Forward 12/09/19	<u><u>70,838.00</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	12/09/19
Current Account -	11,316.41	05/08/19
Add income received since above Statement		
	<u>15,842.00</u>	
	15,842.00	
Less unpresented cheques/ Transfer		
Approved 2018/19	-64.62	
Approved 2019/20	-987.27	
For approval	<u>-1,004.99</u>	
	<u>-2,056.88</u>	
	25,101.53	12/09/19
Total Bank Balances 12/09/19	<u><u>70,838.00</u></u>	

CHELFORD PARISH COUNCIL

AGENDA

APPENDIX B

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 8, 15, 22, 29 August 2019; 5 September 2019.
21/08/19	Reminder for 'Being a Good Councillor - The Next Steps' Session.
29/08/19	Reminder for Healthy Living Half Day Workshop - October 2019.
05/09/19	Reminder to submit outstanding Register of Interests forms.
	Cheshire East Council -
-	Traffic Management LAP Reports - 8, 15, 22, 29 August 2019.
06/08/19	Blood Pressure Training.
02/09/19	Strategic Planning Update.
	Rural Services Network -
-	Rural Bulletin - 6, 13, 20, 28 August 2019; 3 September 2019.
	Other Correspondence -
-	Public Sector Executive - 7, 9, 14, 15, 22, 30 August 2019.
-	HMRC - 05/08/19 - PAYE payments and reports; 08/08/19 - Expenses and benefits; 12/08/19 - Statutory payment advice; 14/08/19 - Employer Bulletin 79; 19/08/19 - Employing People - Key Topics; 04/09/19 - Paying HMRC and payrolling expenses and benefits.
-	CPRE - 27/07/19 - Changes to future actions; 09/08/19 - Countryside Voice; 10/08/19 - Campaigns Update; 31/08/19 - Summer Raffle.
-	Community & Voluntary Services - e-Bulletin - 16 August 2019. 09/08/19 - Help for Beechmere Care Home; 30/08/19 - Changes coming to CVS.
06/08/19	Able Community Care - Free 'Do not knock' stickers.
08/08/19	Canda Copying Ltd. - Printing and copying equipment to rent.
13/08/19	Esther McVey MP - Best small shop competition.
16/08/19	Healthwatch Cheshire - Employment opportunities.
	Advertisements -
-	05/08/19 - TWM Traffic Controls - Community Speed Watch; 05/08/19 - Eibe - Five item playground for under £14,000; 06/08/19 - Mallatite Ltd. - Road safety products; 08/08/19 - Mallatite Ltd. - LED retrofit lamps; 08/08/19 - Wicksteed Playgrounds - Choosing the right materials for your play area; 08/08/19 - The Parish Notice Board Company - New online ordering facility; 12/08/19 - Amberol - Spot a golden sticker to win; 13/08/19 - Mallatite Ltd. - Traffic Bollards; 15/08/19 - Mallatite Ltd. - Discount offers in August, 2019; 19/08/19 - Design Cottage - Design services; 20/08/19 - Mallatite Ltd. - LED sign lights; 20/08/19 - Kompan - Playground packages for all budgets; 20/08/19 - Playforce - Playground packages for under £10,000; 22/08/19 - Mallatite Ltd. - New Jerol sign posts; 22/08/19 - Amberol - What is your recipe for success?; 26/08/19 - Mallatite Ltd. - 10% online discount; 28/08/19 - Kompan - Bespoke playable sculptures; 28/08/19 - Mallatite Ltd. - Smart electric vehicle charging units; 28/08/19 - Playforce - Six play items for under £10,000; 04/09/19 - Wicksteed Playgrounds - New catalogue available; 04/09/19 - Kompan Playgrounds - Match funding competition.