

CHELFORD PARISH COUNCIL

AGENDA

ANNUAL PARISH COUNCIL MEETING

DATE: THURSDAY, 11TH MAY, 2017
TIME: 7:30p.m.
VENUE: CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

To Members of Chelford Parish Council,

You are hereby summoned to attend the Annual Parish Council Meeting, as shown above, to consider and determine the following business:

1. ELECTION OF CHAIRMAN

- i) To elect a Chairman for the 2017/18 civic year.
- ii) To receive the newly elected Chairman's Declaration of Acceptance of Office.

2. APOLOGIES FOR ABSENCE -

3. DECLARATIONS OF INTEREST -

- i) To receive Declarations of Interest in any item on the Agenda.
- ii) To review existing Declarations of Interest forms and receive any amendments required.

4. ELECTION OF VICE-CHAIRMAN -

5. MINUTES -

- i) To approve the Minutes of the Parish Council Meeting held 9th March, 2017 as a correct record and authorise signing by the Chairman.
- ii) To approve the Minutes of the Extraordinary Parish Council Meeting held 30th March, 2017 as a correct record and authorise signing by the Chairman.

6. PUBLIC FORUM FOR QUESTIONS (15 Mins) -

7. REPORTS FROM EXTERNAL ORGANISATIONS -

- i) Knutsford Rural Policing Team - matters of interest /concern within the Parish.
- ii) Cheshire East Ward Member Councillor G. Walton.
- iii) Dingle Bank Quarry Liaison Group - 21st March, 2017. (Clerk)

8. COMMITTEES 2017/18 -

- i) To consider the appointment of any Standing Committees deemed necessary.

9. CALENDAR OF MEETINGS 2016/17 -

- i) To consider the merits of changing the frequency of Parish Council meetings. (JL)
- ii) To determine the dates of ordinary Parish Council Meetings 2017/18 and Annual Parish Meeting 2018.

10. FINANCE -

- i) To receive and consider the Financial Statement 2017/18 as at 11th May 2017 - Appendix A.

ii) To authorise the following payments:

a) Direct Debit	E-ON	£22.00 Electricity charges: 01/01/17 - 31/03/17.
b) Cheque No. 001144	E. M. Maddock	£1,208.33 Salary 01/04/17 - 31/05/17 & Expenses.
c) Cheque No. 001145	H.M. Revenue & Customs	£75.20 Employee Income Tax.
d) Cheque No. 001146	Cheshire Association of Local Councils	£60.00 Training Fee (13/03/17).
e) Cheque No. 001147	Cheshire Association of Local Councils	£353.85 Affiliation Fee 2017/18.
f) Cheque No. 001148	Cheshire Community Action	£50.00 Subscription Fee 2017/18.
g) Cheque No. 001149	Cheshire County Playing Fields Association	£20.00 Subscription Fee 2017/18.
h) Cheque No. 001150	CPRE	£36.00 Subscription Fee 2017/18.
i) Cheque No. 001151	Playsafety Limited	£159.60 Annual RoSPA Inspection.
j) Cheque No. 001152	Mr. T. Icke	£33.53 Station Volunteer Expenses.
k) Cheque No. 001153	Greenfingers Landscape Ltd.	£140.00 Ground Maintenance Fee.
l) Cheque No. 001154	JDH Business Services Ltd.	£177.60 Internal Audit 2016/17.
m) Cheque No. 001155	Cheshire East Council	£50.00 Newsletter printing.

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iii) To note the following receipts since 01/01/17:

- a) NatWest Bank plc. - Bank Interest (Business Reserve Account) £0.17* January, 2017.
- b) NatWest Bank plc. - Bank Interest (Business Reserve Account) £0.15* February, 2017.
- c) NatWest Bank plc. - Bank Interest (Business Reserve Account) £0.17* March, 2017.
- d) Cheshire East Borough Council £11,242.50 Precept 2017/18 (50%)

*Received 2016/17, shown in balance brought forward 01/04/17.

iv) VAT Reclaim 2016/17 - To note that a VAT reclaim has been submitted to HMRC in the sum of £652.26.

v) Internal Audit 2016/17 - To consider the Internal Audit Report (Page 5 of Annual Return 2016/17) and determine any actions required in relation thereto.

vi) Final Accounts and External Audit Arrangements 2016/17 -

- a) To consider and approve the signing of the Annual Governance Statement 2016/17 (Section 1 of the Annual Return) for submission to the External Auditors. (Appendix B)
- b) To approve and adopt the 2016/17 Final Accounts and Supporting Notes. (Appendix C)
- c) To approve the signing of the Accounting Statements 2016/17 (Section 2 of the Annual Return) for submission to the External Auditors. (Appendix D)

vii) Funding Request - To consider a request for funding from 1st Chelford Scout Group in the sum of £98.28 for cooking equipment.

11. PARISH COUNCILLOR RESIGNATION -

- i) To receive a letter of resignation from the position of Parish Councillor from Councillor E. Michell.
- ii) To receive an update regarding current position for filling existing vacancy.

12. CORRESPONDENCE -

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

- a) Mr. S.Stafford (Barratt Developments plc.) - Notification of Site Allocations Development Plan Document site submission.
- b) Cheshire East Council - Notification that the nomination to register Chelford Bowling Club as an Asset of Community Value, has been successful.
- c) Cheshire East Council - Notification that the owners of Chelford Bowling Club have requested a review of the Council's decision to add the Chelford Bowling Club to the Register of Assets of Community Value.
- d) Mrs. L. Gregory-Jones - Potential Development of Mere Hills Farm and Chelford Village.
- e) Cheshire East Council - Cheshire East Local Plan Minerals and Waste Development Plan Document consultation. (Consultation closes 05/06/17)

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

13. PLANNING & LICENSING APPLICATIONS -

i) Applications for consideration:

- a) **17/1814M** - Demolition of existing garage and construction of new ancillary 1 1/2 storey detached building - Astle Hall, Holmes Chapel Road, Chelford. SK11 9AQ
- b) **17/1841M** - Entry statement sign and relocation of plots 1-7 and plots 42-44 and substitution of house types on plot 1 - Land at former Stobart Haulage Depot, Knutsford Road, Chelford.
- c) **17/1873M** - Removal of condition 5 (agricultural workers tie) on permission 08/2272P - Chapel Wood Farm, Congleton Lane, Chelford. SK11 9AG
- d) **17/1887M** - Removal of chimney, re-roof and repoint - The Gate House, Chelford Road, Chelford. SK11 9AH
- e) **17/2208M** - Full application for the demolition and replacement of a single dwelling - Pepper Trees, Common Farm Lane, Snelson. SK11 9BQ

ii) Planning Appeal - To consider the following planning appeal:

- a) **16/5594M** - Removal of condition 4 on 16/3981M (Replacement dwelling with detached garage and new vehicular access following demolition of existing house, detached garage and outbuilding) - Oak Tree House, Pepper Street, Chelford. SK11 9BE (Comments deadline: 6th June, 2017)

iii) Development at former Eddie Stobart Ltd. site -

- a) To receive a report from a meeting with Cheshire East Council regarding the use of s106 contributions. (DW)
- b) To receive an update regarding the naming of the roads within the development. (Clerk)
- c) To receive an update regarding development at the site. (DW)

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iv) Chelford Market Site -

- a) To receive an update regarding future of the site. (DW)

v) Cheshire East Local Plan -

- a) To ratify the response submitted by the Chairman, on behalf of Chelford Parish Council, to the Site Allocations and Development Policies Document: Issues Paper consultation. (Appendix F)

vi) Planning Application 17/0824M - Erection of 5 sponsorship signs on the roundabout. One facing each entry point onto the roundabout - Chelford Roundabout, Chelford.

- a) To note that the above application has been provisionally scheduled to be considered by the Cheshire East Council Northern Planning Committee on 7th June, 2017 and to consider whether the Parish Council will speak at the meeting.

14. HIGHWAY MAINTENANCE & ENHANCEMENTS -

i) To receive updates in respect of the following outstanding highway matters from/since previous meeting:

- | Issue: | Latest Update: |
|---|---|
| a) Broken verge retaining flags along Holmes Chapel Road near to St. John's Church. | No action planned at this time. |
| b) Damaged 'Chelford Market' sign outside Dixon Court | Your concerns have been noted and assessed as non urgent. An Officer will follow up and, if appropriate, consider for any appropriate action in due course. |
| c) Dislodged 'Chelford' sign, Holmes Chapel Road. | Arrangements are being made for the sign to be re-sited and cleaned. |
| d) Pothole near to St. John's Church, Holmes Chapel Road. | 03/04/17 - Work completed. |
| e) Noisy manhole cover on Knutsford Road, near to Dixon Court. | 06/04/17 - Work completed. |
| f) Pothole on Broomfield Close. | (AB) |
| g) Branch overhanging footway along Knutsford Road, near to roundabout. | No update available. |
| h) Overhanging hedge along Knutsford Road near to station bridge. | Awaiting response. |

ii) To receive highway matters for attention from Members.

15. COMMUNITY -

- i) **Newsletter** - To note that the May 2017 newsletter has been delivered to all properties within the Parish and to receive feedback from residents.
- ii) **Schools National Funding Formula - Stage 2 Consultation** - To ratify the response submitted by the Chairman, on behalf of Chelford Parish Council, to the Schools National Funding Formula consultation. (Appendix G)
- iii) **Mere Court Recreation Area** - To receive an update regarding the removal of the fallen tree from the pond.
- iv) **Bluedot Festival 2017** - To receive an update regarding traffic management for the festival. (Clerk)
- v) **Parish Plan Team** - To receive an update regarding possible use of residual funds.
- vi) **Friends of Chelford Station** -
 - a) To note that Parish Council banking details have been provided to the Community Rail Officer and that the grant request is currently being processed.
 - b) To note that details of banking arrangements for Friends of Chelford Station have not yet been made available to allow transfer of funds.

16. ASSETS -

- i) **Chelford Activity Park - Maintenance & Management** -
 - a) To receive a summary of issues identified during routine inspections of Chelford Activity Park. (AB)
 - b) To receive and consider the content of the tree survey report.
 - c) To receive and consider the content of the annual RoSPA Inspection report.
 - d) To receive and consider a request for feedback relating to grass cutting work 2016/17.
- ii) **Chelford Activity Park - Usage & Hiring** -
 - a) To receive an update on Chelford Activity Park facility bookings. (Clerk)
- iii) **Grass Splay, Knutsford Road (near to Chelford Parish Hall)** -
 - a) To receive an update regarding damage caused by electricity engineers. (Clerk)

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iv) **Red Telephone Kiosks -**

- a) To receive an update regarding the adoption of the two kiosks. (Clerk)
- b) To authorise the Chairman and Vice-Chairman to sign the “Agreement for the sale and purchase of telephone kiosks to a local authority”.

17. NEIGHBOURHOOD PLAN -

- i) To receive and consider the notes from initial meetings relating to the production of a Neighbourhood Plan.
- ii) To consider and determine appropriate arrangements for the delivery of the Neighbourhood Plan project.
- iii) To consider suitable Terms of Reference to meet the objectives of item 17(ii) above.
- iv) To consider future budgetary provision for the Neighbourhood Plan project.
- v) To receive and consider the draft project plan.

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

- i) Parish Council Bench Maintenance.

19. DATE OF NEXT MEETING - To be confirmed at Item 9 above.

- i) Annual Parish Meeting - Tuesday, 16th May, 2017 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.

20. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS - (as required)

E.M.Maddock

Dr. E. M. Maddock CiLCA (Dist.),
Clerk and Responsible Financial Officer.

Dated 7th May, 2017.

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APPENDIX A

Financial Statement for 2017/18 as at 11 May 2017					
Actual 2016/17 £.	Details	2017/18 Budget £.	Actual to Apr. 2017 £.	Agenda May 2017 £.	Budget Balance £.
	Receipts				
17,486.00	Precept	22,485.00	0.00	11,242.50	11,242.50
0.00	Balances	0.00	0.00		0.00
6.73	Investment Interest	0.00	0.00		0.00
0.00	Sale of Assets	0.00	0.00		0.00
194.00	Grants, Donations & Refunds	0.00	0.00		0.00
60.00	Chelford Activity Park Hire	0.00	0.00		0.00
0.00	Contra Income	0.00	0.00		0.00
849.50	V.A.T. Refund (16/17)		0.00		80.58
18,596.23	Total Receipts	22,485.00	0.00	11,242.50	11,323.08
	Payments				
6,959.09	Salary (Clerk)	7,010.00	0.00	1,187.16	5,822.84
489.00	HMRC - Overpayment of Income Tax	0.00	0.00		0.00
0.00	National Insurance (Employer)	0.00	0.00		0.00
583.27	Allowances (Clerk)	650.00	0.00	94.29	555.71
0.00	Chairman/Member Allowances	0.00	0.00		0.00
28.82	Administration	210.00	0.00	2.08	207.92
100.00	Audit Fees (Internal & External)	350.00	0.00	148.00	202.00
1,365.85	Insurance	1,600.00	0.00		1,600.00
384.24	Sect. 137 Donations	700.00	0.00	33.53	666.47
1,380.00	Grants	1,530.00	0.00		1,530.00
50.00	Parish Council Newsletter	100.00	0.00	50.00	50.00
0.00	Christmas Trees & Lighting	300.00	0.00		300.00
79.30	Street Lighting (Electric & Repairs)	240.00	0.00	20.95	219.05
358.80	Website	450.00	0.00		450.00
675.00	Village Planters	615.00	0.00		615.00
203.00	Tennis Coaching	0.00	0.00		0.00
400.00	Professional Services	300.00	0.00		300.00
0.00	Advertising	75.00	0.00		75.00
464.85	Subscriptions/Affiliation Fees	515.00	0.00	459.85	55.15
152.50	Room Hire	350.00	0.00		350.00
0.00	Training	140.00	0.00	60.00	80.00
1,021.85	Chelford Activity Park - Maintenance	4,000.00	0.00	249.67	3,750.33
1,059.00	Asset Maintenance	1,400.00	0.00		1,400.00
657.97	Asset Purchase	1,200.00	0.00		1,200.00
11.23	Contingency	750.00	0.00		750.00
652.26	V.A.T.		0.00	80.58	
17,076.03	Total Payments	22,485.00	0.00	2,386.11	20,179.47
	Cash/Bank Reconciliation	01/04/17	01/04/17	11/05/17	31/03/18
	Balance B/Fwd.	31,111.50	31,111.50	31,111.50	39,967.89
	Add Total Receipts	22,485.00	0.00	11,242.50	11,323.08
	Less Total Payments	-22,485.00	0.00	-2,386.11	-20,179.47
	Balance C/Fwd.	31,111.50	31,111.50	39,967.89	31,111.50
	Cumulative Balances	Balance	Balance	Balance	Balance
		01/04/17	01/04/17	11/05/17	31/03/18
	General Funds	30,490.62	30,490.62	39,380.54	30,524.15
	Earmarked Reserves	620.88	620.88	587.35	587.35
		31,111.50	31,111.50	39,967.89	31,111.50

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CASH/BANK RECONCILIATION AS AT - 11 May 2017

CASH

Balance Brought Forward 01/04/17	31,111.50
Plus Receipts	11,242.50
	<hr/> 42,354.00
Less Payments	2,386.11
Balance Carried Forward 11/05/17	<hr/> <u>39,967.89</u>

BANK (Natwest)

Business Reserve Account -	19,691.76	05/04/17
Add income/transfer received since above statement		
	<hr/> 0.00	
Less unpresented cheques		
	<hr/> 0.00	
	19,691.76	11/05/17
Current Account -	12,801.74	05/04/17
Add income received since above Statement		
	<hr/> 11,242.50	
	11,242.50	
Less unpresented cheques/ Transfer		
Approved	-1,382.00	
For approval	-2,386.11	
	<hr/> -3,768.11	
	20,276.13	11/05/17
Total Bank Balances 11/05/17	<hr/> <u>39,967.89</u>	

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APPENDIX B

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		'Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.			has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.			disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

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APPENDIX C

Summary Receipts & Payments Account for the year ended 31st March, 2017

2015/16		2016/17
£.	<u>Receipts</u>	£.
13,500.00	Precept	17,486.00
9.88	Investment Interest	6.73
0.00	Sale of assets	0.00
0.00	Hire of Chelford Activity Park	60.00
3,862.00	Grants, Donations & Refunds	194.00
60.00	Operation Shield (c)	0.00
681.96	V.A.T. Refund (2015/16)	849.50
<u>18,113.84</u>	Total Receipts	<u>18,596.23</u>
	<u>Payments</u>	
4,615.46	Salary (Clerk)	6,959.09
0.00	HMRC - Overpayment of Income Tax	489.00
0.00	National Insurance (Employer)	0.00
911.67	Allowances (Clerk)	583.27
139.50	Member Allowances	0.00
38.69	Administration	28.82
100.00	Audit Fees (internal & external)	100.00
1,328.89	Insurance	1,365.85
280.64	Donations - Sect. 137	384.24
1,480.00	Grants	1,380.00
50.00	Parish Council Newsletter	50.00
0.00	Christmas Trees & Lighting	0.00
117.08	Street Lighting (Electric & Repairs)	79.30
358.80	Website	358.80
563.50	Village Planters	675.00
1,266.25	Village Field Maintenance	668.85
200.00	Hedge Cutting	220.00
130.00	Playground & Playing Field Inspections	133.00
297.00	Tennis Coaching	203.00
150.00	SIDS	0.00
0.00	Professional Services	400.00
0.00	Advertising	0.00
35.00	Data Protection Registration	35.00
379.52	Subscriptions / Affiliation Fees	429.85
97.50	Room Hire	152.50
25.00	Training	0.00
1,373.00	Assets Purchase & Maintenance	1,716.97
60.00	Operation Shield (c)	0.00
0.00	Contingency	11.23
849.50	V.A.T.	652.26
<u>14,847.00</u>	Total Payments	<u>17,076.03</u>

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26,324.46	Balance B/Fwd. 01/04/16	29,591.30
18,113.84	Add Total Receipts	18,596.23
<u>-14,847.00</u>	Less Total Payments	<u>-17,076.03</u>
<u>29,591.30</u>	Balance C/Fwd. 31/03/17	<u>31,111.50</u>

Analysis of Cumulative Funds

19,685.03	NatWest Business Reserve Account	19,691.76
<u>9,906.27</u>	NatWest Bank Current Account	<u>11,419.74</u>
<u>29,591.30</u>	Total	<u>31,111.50</u>

Above Funds held for the following purposes:-

9,916.15	General Funds	30,490.62
19,675.15	Earmarked Reserves - Pathway Project	0.00
0.00	Earmarked Reserves - Mere Court	501.52
0.00	Earmarked Reserves - Railway Station	119.36
<u>0.00</u>	Capital Reserves	<u>0.00</u>
<u>29,591.30</u>		<u>31,111.50</u>

The above Statement represents fairly the financial position of the Chelford Parish Council as at 31st March, 2017 and reflects its receipts and payments during the year.

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AGENDA SUPPORTING NOTES - 2016/17

Assets

During the year the following assets were purchased at the cost shown:-

Benches (2)	£654.48
Telephone Kiosks (2)	£2.00

During the year the following assets were disposed of for the amount shown:-

None

At the 31st March, 2017 the following assets were held:-

Full list of assets & values, following comprehensive review
& identification, in Assets Register

Total value:	<u>£82,478.57</u>
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Leases

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

Borrowings

As at close of business on 31st March, 2017 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	£652.26
Employee Income Tax Refund	£489.00
	<u>£1,141.26</u>

Capital Reserves

None

Earmarked Reserves

Mere Court Improvements	£501.52
Station maintenance	£119.36
	<u>£620.88</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 £7,842.94 and payments made were:-

<u>Payee</u>	<u>Nature of Payment</u>	<u>Amount</u>
Chelford Primary School PTA	Donation	£184.24
RBL Poppy Appeal	Donation	£50.00
East Cheshire Hospice	Donation	£50.00
North West Air Ambulance	Donation	£100.00
		<u>£384.24</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.

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APPENDIX D

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

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	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	26,324	29,591	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	13,500	17,486	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4,614	1,110	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	RESTATED 4,615	7,448	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	RESTATED 10,232	9,628	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	29,591	31,111	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	29,591	31,111	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	17,509	82,479	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

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CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 8, 16, 23, 30 March 2017, 6, 13, 20, 27 April 2017, 5 May 2017.
28/03/17	Electronic Payment Arrangements for Affiliation Fees.
30/03/17	Equality & Diversity Training. [Reminder: 24/04/17]
04/04/17	Powers, Duties & Precept Training.
02/05/17	Transparency Code Fund re-opens.
03/05/17	Amended Application Form for Transparency Code Fund.
	Cheshire East Council -
-	Traffic Management LAP Reports - 9, 16, 23, 30 March 2017, 6, 13, 20, 27 April 2017.
-	Neighbourhood Planning drop-in sessions - 5, 12, 28 April, 2017.
-	Winter Service Decisions - 6-31 March 2017, 1-26 April, 2017.
-	Active Cheshire Team East Newsletter - March 2017, April 2017.
31/03/17	Cheshire East Substance Misuse Service - Connecting Communities Event.
10/04/17	The Village of the Year 2017.
13/04/17	The Great Get Together.
18/04/17	Locations required for Peaky Blinders filming.
19/04/17	Funding for The Great Get Together Events.
24/04/17	Minerals & Waste Development Plan Document – Issues Paper Consultation. (Consultation ends 5 th June, 2017)
25/04/17	Stapeley and District Neighbourhood Plan submission. (Consultation closes: 06/06/17)
27/04/17	The Great Get Together Poster.
	Cheshire Emergency Services -
-	Knutsford Rural Policing Team: Police Report - March 2017.
23/03/17	Police & Crime Commissioner Message following Westminster Attacks.
23/03/17	Chief Constable Message following Westminster Attacks.
24/03/17	Chief Constable Update Message following Westminster Attacks.
29/03/17	PCSO Lindsey Whitehead - Notification of new officers for Knutsford Rural Area.
05/04/17	Cheshire Constabulary - Temporary Assistant Chief Constable S. Boycott moving to new role with West Midlands Police.
24/04/17	Review of 2016/17 Financial Year.
	Rural Services Network -
-	Weekly News Digest - 6, 13, 20, 27 March 2017, 3, 10, 18, 24 April 2017, 2 May 2017.
-	Rural Opportunities Bulletin - 5 April 2017.
-	Hinterland Newsletter - 10, 17, 24, 31 March 2017, 7, 13, 21, 28 April 2017.
-	Rural Vulnerability Service - Rural Poverty (March 2017); Rural Economy (March 2017); Rural Transport (March 2017); Rural Broadband (April 2017); Fuel Poverty (April 2017).
-	RSN Spotlight - Rural Health (March 2017); Rural Housing (April 2017).
11/04/17	RSN Seminar - "How rural is a spectrum of places (from coast to countryside) rather than binary (urban versus rural)".
	Other Correspondence -
-	Healthwatch Cheshire East - 27/03/17 - e-Bulletin.
-	Public Sector Executive - Newsletter 6, 9, 13, 16, 20, 23, 27, 30 March 2017, 3, 5, 6, 10, 20, 24, 27 April 2017. 23/03/17 - Health+Care 2017 Event programme; 30/03/17 - Crown Commercial Service Procurement.
-	HMRC - 08/03/17 - Webinar with Health & Safety Executive; 10/03/17 - Payrolling benefits in kind; 15/03/17 - Help with year end tasks; 17/03/17 - Help to start new payroll year; 21/03/17 - Revision to Scottish Income Tax rates; 24/03/17 - Online support services; 27/03/17 - Online help from HMRC; 29/03/17 - Final End of Year Support sessions; 31/03/17 - Payroll: what you need to know; 03/04/17 - Online help to start new tax year; 07/04/17 - Payroll topics new for 2017/18; 10/04/17 - Health & Safety in the Workplace; 11/04/17 - Real time tax code changes; 12/04/17 - Information for Employers; 13/04/17 - Webinar support; 19/04/17 - Getting started as an employer; 20/04/17 - Statutory Sick Pay webinar; 21/04/17 - Payroll help available; 21/04/17 - Changes to apprenticeship funding; 28/04/17 - Expenses & Benefits webinar.
-	Manchester Airport - 07/03/17 - Oldham Coliseum Tickets; 12/04/17 - Community Newsletter.
-	CPRE - 09/03/17 - Campaigns Update; 11/04/17 - Campaigns Update; 05/04/17 - Countryside Voice; 06/04/17 - Cheshire Viewpoint.

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-	E-ON - 14/03/17 - Monthly Market Report; 20/04/17 - Combined Heat & Power webinar; 25/04/17 - Monthly Market Report.
-	Unlock Democracy - 11/03/17 - Proportional Representation Campaign; 16/03/17 - Election Expenses Investigation; 23/03/17 - Manchester Issues Focus Group; 29/03/17 - Campaign for democratic Brexit.
-	Community & Voluntary Services - 17/03/17 - e-Bulletin; 31/03/17 - e-Bulletin; 14/04/17 - e-Bulletin; 20/04/17 - Training News; 28/04/17 - e-Bulletin.
-	Information Commissioner's Office - Newsletter - April 2017, May 2017.
-	Age UK - Newsletter - March 2017, April 2017.
-	Historic Towns & Villages Forum - 17/03/17 - Spring Newsletter; 19/04/17 - Annual Conference 2017.
13/03/17	Mr. M. Grundy - Comments re: Parish Council Precept 2017/18.
27/03/17	Helena Unwin-Golding - Parish Councillor Survey.
19/04/17	So Cheshire - General Election Special.
29/04/17	Somerford Parish Council - Neighbourhood Plan Regulation 14 consultation. (Consultation closes: 13/06/17)
29/04/17	Hulme Walfield & Somerford Booths Parish Council - Neighbourhood Plan Pre-Submission version consultation. (Consultation closes: 19/06/17)
	Advertisements -
-	Broxap Litter Bins & Recycling Units - 07/03/17 - Tree Grilles & Guards; 15/03/17 - Planters; 05/04/17 - Dog waste bins.
-	08/03/17 - Kompan Playgrounds - 'Simply Play' range; 09/03/17 - Realise Futures Eco-Furniture - Plastic furniture; 13/03/17 - Parish Notice Board Company - Notice Boards; 14/03/14 - Civic Voice - Survey re Housing White Paper; 17/03/17 - Queensbury Shelters - Bus Shelters; 23/03/17 - Kompan Playgrounds - Playground Package Offers; 23/03/17 - Messagemaker - Traffic signs; 23/03/17 - JACS (UK) Ltd. - Village Gateways; 25/03/17 - Glasdon - Street Furniture; 29/03/17 - Plantscape UK - Planters; 30/03/17 - Greenfingers - Fly Tipping Clearance Services; 30/03/17 - Sovereign Play - 3D Design & Quotation services; 30/03/17 - Branching Out Tree Services - Various tree related services available; 04/04/17 - Primary Care Supplies UK - Defibrillators; 05/04/17 - Enventure Research - Public consultation & engagement services; 06/04/17 - Plantscape UK - Floral displays; 07/04/17 - B & C Shelters - Bus Shelters; 10/04/17 - Notice Board Company - Notice Boards with Thumblocks; 12/04/17 - Proludic - Urbanix Equipment; 13/04/17 - Realise Futures Eco-Furniture - Green fingered help for Bury St Edmunds charity's dementia hub; 25/04/17 - Kompan - Wooden Play Equipment; 26/04/17 - Parish Council Websites - Transparency Code compliant websites.

APPENDIX F

Site Allocations and Development Policies Document: Issues Paper **Consultation Responses prepared and submitted by Chairman**

Question 5a - Do you agree with the approach set out for determining whether alterations to the Green Belt boundary are required around the Local Service Centres inset within the Green Belt (Alderley Edge, Bollington, Chelford, Disley, Mobberley and Prestbury)?

Where a local service centre has made a significant contribution to development requirements e.g. on brownfield sites, it should not have to make further contributions by having its green belt diminished either by development on the edge of the settlement or within the green belt. We are therefore opposed to criteria which suggests adjusting green belt boundaries.

Question 5b - What approach do you think should be taken towards apportioning the remaining requirement for safeguarded land?

We are concerned that the area of safeguarded land will produce over development in the future, given the very optimistic forecasts built into the plan.

Question 9b - Should Local Green Gaps-type policies be left to Parish and Town Councils to determine through Neighbourhood Plans, perhaps supported by a 'toolkit' prepared by Cheshire East Council?

We think that parish councils are best placed to determine green gaps through neighbourhood planning.

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Question 15 - Do you think that these are the issues that the SADPD should look to address regarding employment development?

What analysis has been done to assess future employment patterns as technology develops? There is an increasing tendency for workers to locate in their home base without the need for a central business location. Has this been taken into account when assessing land for employment?

Question 18 - Are these the transport and infrastructure issues that the SADPD should address?

The problem with addressing infrastructure issues like transport, is that unless a detailed assessment is made of future needs as well as current needs, networks become overwhelmed quickly after developments are undertaken. Where agreements and contributions are put in place to support infrastructure, these are usually out of date by the time the development occurs.

APPENDIX G

Schools National Funding Formula - Stage 2 Consultation **Consultation Responses prepared and submitted by Chairman**

Introduction

A What is your name?

Name: David Wilson

B What is your email address?

Email:

C Response type

Please select your role from the list below: Sector organisation representative

Please select your organisation type from the list below: Representative body

Organisation name: Chelford Parish Council

Local authority area: Cheshire East

D Would you like your response to be confidential? No

Page 2 - overall approach

1 In designing our national funding formula, we have taken careful steps to balance the principles of fairness and stability. Do you think we have struck the right balance?

No

Please explain your reasoning and any further evidence we should take into account:

It is difficult to marry the concept of fairness with a system that seemingly perpetuates considerable inequalities using historical spend and protection measures. Whilst there is merit in moving to a national funding formula which leads to a redistribution of resources, this does not produce a more equitable allocation, nor does it allocate sufficient resources to meet the needs of all schools.

2 Do you support our proposal to set the primary to secondary ratio in line with the current national average?

Yes

Please explain your reasoning and any further evidence we should take into account:

This is currently in line with the existing ratio applied to the school in this parish

3 Do you support our proposal to maximise pupil-led funding?

No - you should keep the balance between pupil-led and school-led funding in line with the current national average

Please explain your reasoning and any further evidence we should take into account:

This approach penalises small primary schools. By focusing on pupil led funding, the positive benefits of this approach will be significantly outweighed by the negative impact of a reduced lump sum. Further consideration must be given to small schools whose costs will not be met by per pupil funding

Page 3 - pupil-led factors

4 Within the total pupil-led funding, do you support our proposal to increase the proportion allocated to the additional needs factors?

No – allocate a lower proportion to additional needs

Please explain your reasoning and any further evidence we should take into account:

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Shifting the balance in favour of additional needs penalises those high attaining schools located in areas of low deprivation. It is not demonstrated that 73% allocated to basic per pupil funding will be sufficient to cover school costs. For our primary school, currently funded at 81% basic rate, this will be a significant reduction.

5 Do you agree with the proposed weightings for each of the additional needs factors?

Deprivation - FSM - Deprivation - pupil based at 5.5%:

Allocate a lower proportion

Please explain your reasoning and any further evidence we should take into account:

The allocation to pupil led funding is too low and should be increased by reducing the weightings given to additional needs. It is also likely that funding for additional needs will be duplicated via pupil premium. Low attaining pupils are also likely to be those living in areas of deprivation.

Deprivation IDACI - Deprivation - area based at 3.9%:

Allocate a lower proportion

Please explain your reasoning and any further evidence we should take into account:

Again there is a need to increase the proportion of basic funding

LPA - Low prior attainment at 7.5%:

Allocate a lower proportion

Please explain your reasoning and any further evidence we should take into account:

This rewards low attaining schools at the expense of successful schools like our primary school. Low attainers will also attract funding via deprivation and SEN funding. Again there is a need to protect basic funding

EAL - English as an additional language at 1.2%:

Allocate a lower proportion

Please explain your reasoning and any further evidence we should take into account:

On what basis is this percentage calculated? This figure appears to be well above the national average of roughly 0.9%. Why has it been increased?

6 Do you have any suggestions about potential indicators and data sources we could use to allocate mobility funding in 2019-20 and beyond?

Comments:

Page 4 - school-led factors

7 Do you agree with the proposed lump sum amount of £110,000 for all schools?

Primary lump sum - Primary:

Allocate a higher amount

Secondary lump sum - Secondary:

Please explain your reasoning and any further evidence we should take into account:

This represents a reduction in the current lump sum for our small primary school which will have a considerable negative impact. This, combined with the insufficient per pupil funding, will cause financial difficulty for our school

8 Do you agree with the proposed amounts for sparsity funding of up to £25,000 for primary and up to £65,000 for secondary, middle and all-through schools?

Primary sparsity - Primary:

This is about the right amount

Secondary sparsity - Secondary:

Please explain your reasoning and any further evidence we should take into account:

Further evidence would help to confirm if this level of funding is sufficient

9 Do you agree that lagged pupil growth data would provide an effective basis for the growth factor in the longer term?

Comments:

This parish is experiencing housing developments which will give rise to an influx of pupils to our primary school. Lagged funding is not an effective way of providing funding to meet current costs.

Page 5 - funding floor

10 Do you agree with the principle of a funding floor?

No

Please explain your reasoning and any further evidence we should take into account:

On the grounds that this seemingly perpetuates the inequalities which currently exist

11 Do you support our proposal to set the funding floor at minus 3%?

Yes

Please explain your reasoning and any further evidence we should take into account:

It is important to offer protection given that our school will suffer as a result of the funding formula

12 Do you agree that for new or growing schools (i.e. schools that are still filling up and do not have pupils in all year groups yet) the funding floor should be applied to the per-pupil funding they would have received if they were at full capacity?

No

Please explain your reasoning and any further evidence we should take into account:

To assume full capacity is unrealistic

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Page 6 - transition

13 Do you support our proposal to continue the minimum funding guarantee at minus 1.5%?

Yes

Please explain your reasoning and any further evidence we should take into account:

This remains an important element for a small primary school

Page 7 - further considerations

14 Are there further considerations we should be taking into account about the proposed schools national funding formula?

Comments:

The current proposals fail to eradicate inequalities but simply shift the inequalities toward those pupils and schools which have average or above average attainment and are located in less deprived areas

Page 8 - central school services block

Page 9 - central school services block

15 Do you agree that we should allocate 10% of funding through a deprivation factor in the central school services block?

No - there should not be a deprivation factor

Please explain your reasoning and any further evidence we should take into account:

Unless there is evidence to suggest that deprivation has a negative cost impact on service provision

16 Do you support our proposal to limit reductions on local authorities' central school services block funding to 2.5% per pupil in 2018-19 and in 2019-20?

Not Answered

Please explain your reasoning and any further evidence we should take into account:

17 Are there further considerations we should be taking into account about the proposed central school services block formula?

Comments:

Page 10 - equalities analysis

18 Is there any evidence relating to the 8 protected characteristics identified in the Equality Act 2010 that is not included in the equalities impact assessment and that we should take into account?

Comments:

Not aware of any