

CHELFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: THURSDAY, 9TH MARCH, 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 Parish Council Meeting, as shown above, to consider and determine the following business:

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST - To receive Declarations of Interest in any item on the agenda.

3. MINUTES -

- i) To approve the Minutes of the Parish Council Meeting held 12th January, 2017 as a correct record and authorise signing by the Chairman.
- ii) To approve the Minutes of the Extraordinary Parish Council Meeting held 16th February, 2017 as a correct record and authorise signing by the Chairman.

4. PUBLIC FORUM FOR QUESTIONS (15 Mins)

5. 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) Chelford Tenants & Residents Association - Asset Mapping Exercise - 27th February, 2017. (DW/BB)
- iv) Friends of Chelford Station - 7th March, 2017. (DW)

6. FINANCE -

- i) **To receive and consider the Financial Statement 2016/17 as at 9th March, 2017** - Appendix A.
- ii) **Parish Council Insurance provision: To review adequacy of Insurance Cover: (Subject to Agenda Item 11 decision)**
 - a) Public Liability - Limit of Indemnity £10,000,000 - Excess £100.
 - b) Employers Liability - Limit of Indemnity £10,000,000.
 - c) Libel and Slander - Sum Insured £100,000 - Excess 10% each and every claim or £1,000 whichever is the lower.
 - d) Fidelity Guarantee - All Members and Employees - Sum Insured £50,000 - Excess £100.
 - e) Personal Accident - Employees, Volunteers and Councillors (aged under 90 years) - limited to £500,000 any one person, £2,000,000 any one incident.
 - f) Legal Expenses - Operative for: Employment Disputes and Compensation Awards, Legal Defence, Property Protection and Bodily Injury, Tax Protection, Statutory Licence Protection - Limit of Indemnity £100,000.
 - g) All Risks: Sports Equipment (£1,071.51), Goal Posts (£772.56), MUGA (£57,276.44), Play Equipment - Seesaw & Springer (£2,753.78), SIDs including installation (£4,114.60), Outdoor Table Tennis Table (£2,855.62), Silver cup (£808.00). [Excess £100 for each item.]
- iii) **St. John's Churchyard Maintenance:**
 - a) To receive and consider a request for a donation towards the cost of Churchyard maintenance for the 2016 calendar year.
- iv) **To ratify the following payment:**
 - a) Cheque No. 001135 ANSA Environmental Services Ltd. £802.62 Maintenance at Chelford Activity Park 2016.
- v) **To authorise the following payments:**
 - a) Cheque No. 001136 E. M. Maddock £1,789.54 Salary 01/02/17 - 31/03/17 & Expenses.
 - b) Cheque No. 001137 Zurich Municipal £1,365.85 Insurance Premium 2017/18.
 - c) Cheque No. 001138 Chelford with Lower Withington PCC £1,380.00 Donation - grass cutting at St. John's Church. [Subject to Agenda Item 6(iii).]
 - d) Cheque No. 001139 Robertson & Partners £264.00 Hedge cutting - Chelford Activity Park.
 - e) Cheque No. 001140 North West Air Ambulance £100.00 Donation.
 - f) Cheque No. 001141 BT £2.00 Telephone kiosks adoption fee. [Subject to Agenda Item 11(iv).]
 - g) Cheque No. 001142 Chelford Parish Hall £152.50 Room hire 2016/17.
 - h) Cheque No. 001143 Cheshire Tree Surgeons Ltd. £432.00 Tree Survey.

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vi) **To note the following receipts since 01/11/16:**

- a) NatWest Bank plc. (Business Reserve Account) £0.31 Gross Interest - November, 2016.
- b) NatWest Bank plc. (Business Reserve Account) £0.16 Gross Interest - December, 2016.

vii) **Earmarked Reserves** - To review and confirm earmarked reserves held by the Parish Council:

- a) Mere Court Recreation Area Maintenance Grant £501.52
- b) Chelford Station Maintenance Grant £119.36

viii) **Financial Risk Assessment** - To receive and adopt the financial risk assessment. (Appendix B) (Clerk)

7. PARISH COUNCILLOR RESIGNATION -

- i) **To receive a letter of resignation from the position of Parish Councillor from Councillor S. Hampson.**
- ii) **To consider the process for filling of the vacancy.**

8. 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) Department for Transport - Confirmation of Order to stop up area of footway to the north of Chelford Road at the site of The Ivy House to enable development to be carried out in accordance with planning permission granted by Cheshire East Council under reference 16/3397M.
- b) Mr. S. Stafford (Barratt Developments plc.) - Update on progress with Cheshire East Local Plan Strategy.
- c) Mrs. A. Jones (Resident) - Concern regarding increased traffic following residential development within the Parish.
- d) Cheshire East Council - Notification of Community Right to Bid Nomination to register the Chelford Bowling Club/Green as an asset of community value.
- e) Sibelco - Invitation to Quarry Liaison Meeting - 21st March, 2017.
- f) E-ON - Changes to electricity prices from 1st April, 2017.
- g) Manchester Airport - Departure Route Information Packs.

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

9. PLANNING MATTERS -

i) **To note the comments submitted to Cheshire East Council in respect of the following planning applications:**

- a) **16/0884M** - Land at Congleton Lane, Chelford, Cheshire - Proposed ménage and change of use of land to combined agricultural and equestrian.
[Comment: Chelford Parish Council has considered the amendments to planning application 16/0884M, however, concern is expressed about the visual impact of the proposed development on the openness of the Green Belt in this locality.

In addition, the Parish Council would comment as follows:

- 1) It is considered that the size of ménage will have significant impact on the visual amenity of the surrounding area which is located within the Green Belt.
- 2) Concern is raised regarding the suitability of Congleton Lane to provide an adequate and safe access/egress route for larger vehicles and/or vehicles towing trailers.
- 3) Chelford Parish Council is minded that, should any equestrian development be permitted on the site, it should be limited and restricted to personal use by the applicant only.]

- b) **17/0088M** - 9 Broomfield Close, Chelford, Macclesfield, Cheshire. SK11 9SL - Conversion of garage to living accommodation and replacement attached garage. [No observations]

ii) **Planning Application for consideration:**

- a) **17/0824M** - Chelford Roundabout, Chelford, Cheshire - Erection of 5 sponsorship signs on the roundabout. One facing each entry point onto the roundabout. [Comments deadline: 10/03/17]

iii) **Development at former Eddie Stobart Ltd. site -**

- a) To receive an update regarding development at the site.
- b) To receive an update regarding the use of s106 contributions. (DW)
- c) To receive an update regarding the naming of the roads within the development. (Clerk)

iv) **Chelford Market Site -**

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

v) **Cheshire East Local Plan Strategy Consultations** - To consider the following Consultation documents and determine such responses as Members consider appropriate in relation thereto.

- a) Local Plan Strategy - Proposed Main Modifications. [Closing date: 20th March, 2017]
- b) Site Allocations & Development Policies Document (SADPD): Issues Paper. [Closing date: 10th April, 2017]
- c) Site Allocations - Call for sites. [Closing date: 10th April, 2017]

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- d) Community Infrastructure Levy (CIL) - Preliminary Draft Charging Schedule (PDCS). [Closing date: 10th April, 2017]
- e) Draft Sustainability Appraisal Scoping Report. [Closing date: 10th April, 2017]

10. HIGHWAY MAINTENANCE & ENHANCEMENTS -

- i) To receive an update on outstanding highway matters:-
 - a) Broken verge retaining flags along Holmes Chapel Road near to St. John's Church.
 - b) Damaged 'Chelford Market' sign outside Dixon Court.
 - c) Dislodged 'Chelford' sign, Holmes Chapel Road.
- ii) To receive highway matters for attention from Members.

11. 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 note that an alternative location, not on Parish Council property, has been chosen for the planting of the tree proposed by Chelford Brownies.
- c) To receive and consider the content of the tree survey report.
- d) To determine access arrangements for grass cutting contractor.

ii) Chelford Activity Park - Usage & Hiring -

- a) To receive an update on Chelford Activity Park facility bookings. (Clerk)
- b) To note that written confirmation accepting responsibility for damage to equipment and the grass surface during hire periods has been received from the Chelford Parish Hall Management Committee.

iii) Parish Council Assets Register - To receive and adopt the Assets Register 2016/17 (Appendix D). (Clerk)

iv) Red Telephone Kiosks - To receive an update regarding the adoption of the two kiosks. (Clerk)

12. NEIGHBOURHOOD PLAN -

- i) To receive an update regarding the production of the Neighbourhood Plan. (DW)

13. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA

- i) Parish Council Bench Maintenance.
- ii) Parish Plan Team - Use of residual funds.

14. DATE OF NEXT MEETING -

- i) Annual Parish Council Meeting - Thursday 11th May, 2017 at 7:30p.m. at Chelford Parish Hall.
- ii) 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.

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

i) Clerk & Responsible Financial Officer -

- a) To receive and consider the February, 2017 Appraisal Report.

E.M.Maddock

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

Dated 5th March, 2017.

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APPENDIX A

Financial Statement for 2016/17 as at 9 March 2017					
Actual 2015/16 £.	Details	2016/17 Budget £.	Actual to Jan. 2017 £.	Agenda Mar. 2017 £.	Budget Balance £.
	Receipts				
13,500.00	Precept	17,486.00	17,486.00		0.00
0.00	Balances	0.00	0.00		0.00
9.88	Investment Interest	0.00	5.77	0.47	0.00
0.00	Sale of Assets	0.00	0.00		0.00
3,862.00	Grants, Donations & Refunds	194.00	194.00		0.00
0.00	Chelford Activity Park Hire	0.00	60.00		0.00
60.00	Contra Income	0.00	0.00		0.00
681.96	V.A.T. Refund (15/16)		849.50		652.26
18,113.84	Total Receipts	17,680.00	18,595.27	0.47	652.26
	Payments				
4,615.46	Salary (Clerk)	4,560.00	5,820.91	1,627.18	-2,888.09
0.00	National Insurance (Employer)	0.00	0.00		0.00
911.67	Allowances (Clerk)	650.00	452.85	130.42	66.73
139.50	Chairman/Member Allowances	0.00	0.00		0.00
38.69	Administration	210.00	0.00	28.82	181.18
100.00	Audit Fees (Internal & External)	350.00	100.00		250.00
1,328.89	Insurance	1,500.00	0.00	1,365.85	134.15
280.64	Sect. 137 Donations	690.00	284.24	100.00	305.76
1,480.00	Grants - Churchyard Maintenance	1,380.00	0.00	1,380.00	0.00
50.00	Parish Council Newsletter	100.00	50.00		50.00
0.00	Christmas Trees & Lighting	300.00	0.00		300.00
117.08	Street Lighting (Electric & Repairs)	225.00	79.30		145.70
358.80	Website	450.00	358.80		91.20
563.50	Village Planters	600.00	675.00		-75.00
1,266.25	Village Field Maintenance	1,700.00	0.00	668.85	1,031.15
200.00	Hedge Cutting	300.00	0.00	220.00	80.00
130.00	Playground & Playing Field Inspections	300.00	133.00		167.00
297.00	Tennis Coaching	650.00	203.00		447.00
150.00	SIDS	400.00	0.00		400.00
0.00	Professional Services	300.00	40.00	360.00	-100.00
0.00	Advertising	75.00	0.00		75.00
35.00	Data Protection Registration	35.00	35.00		0.00
379.52	Subscriptions/Affiliation Fees	470.00	429.85		40.15
97.50	Room Hire	340.00	0.00	152.50	187.50
25.00	Training	120.00	0.00		120.00
1,373.00	Asset Purchase / Maintenance	1,225.00	1,714.97	2.00	-491.97
0.00	Contingency	750.00	11.23		738.77
60.00	Contra Expenses	0.00	0.00		0.00
849.50	V.A.T.		399.37	252.89	
14,847.00	Total Payments	17,680.00	10,787.52	6,288.51	1,256.23
	Cash/Bank Reconciliation	01/04/16	12/01/17	09/03/17	31/03/17
	Balance B/Fwd.	29,591.30	29,591.30	37,399.05	31,111.01
	Add Total Receipts	17,680.00	18,595.27	0.47	652.26
	Less Total Payments	-17,680.00	-10,787.52	-6,288.51	-1,256.23
	Balance C/Fwd.	29,591.30	37,399.05	31,111.01	30,507.04
	Cumulative Balances	Balance	Balance	Balance	Balance
		01/04/16	12/01/17	09/03/17	31/03/17
	General Funds	27,068.94	34,876.69	30,490.13	29,886.16
	Earmarked Reserves	2,522.36	2,522.36	620.88	620.88
		29,591.30	37,399.05	31,111.01	30,507.04

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CASH/BANK RECONCILIATION AS AT - 9 March 2017

CASH

Balance Brought Forward 01/04/16	29,591.30
Plus Receipts	18,595.74
	<hr/>
	48,187.04
Less Payments	17,076.03
Balance Carried Forward 09/03/17	<hr/>
	31,111.01

BANK (Natwest)

Business Reserve Account -	19,691.27		05/01/17
Add income/transfer received since above statement			
	<hr/>	0.00	
Less unpresented cheques			
	<hr/>	0.00	
		19,691.27	09/03/17
Current Account -	16,940.63		03/02/17
Add income received since above Statement			
	<hr/>	0.00	
		0.00	
Less unpresented cheques/ Transfer			
Approved	-35.00		
For approval	-6,288.51		
Less already issued and presented	<hr/>	802.62	
		-5,520.89	
		11,419.74	09/03/17
Total Bank Balances 09/03/17		<hr/>	
		31,111.01	

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APPENDIX B

CHELFORD PARISH COUNCIL FINANCIAL RISK ASSESSMENT - 2016/17

Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Business continuity	Risk of Council not being able to continue its business due to an unexpected or tragic circumstance.	L	In the event of the Clerk being indisposed the Chairman (or other nominated Member) may perform the necessary duties.	Existing procedure adequate. Review when necessary.
	Loss of paper/electronic records.	M	Current files and records kept at the Clerk's home. Regular backup of electronic files is made. Paper documents stored in metal filing cabinets. Approved Minutes scanned and published on website.	Existing procedure adequate.
Precept	Adequacy of precept for Council to carry out its Statutory duties.	H	Budgetary Control statement presented to Council at each meeting.	Existing procedure adequate.
	Requirements not submitted to CEC.	L	Full Minute - RFO to follow up.	Existing procedure adequate.
	Amount not received from CEC.	L	RFO to confirm receipt and Minute at next Meeting of Council.	Existing procedure adequate.
Financial records	Inadequate records.	L	Financial Regulations specify requirements of Council.	Existing procedure adequate. Review Financial Regulations 2017.
	Financial irregularities.	L	Internal Audit of accounts by competent, independent person. Monthly financial reports are presented to Council. Cheque signatory is separate from person raising the cheque.	Existing procedure adequate. Review bank signatories when change of Councillors/circumstances.
Bank and banking	Inadequate checks.	L	Bank reconciliation produced at each meeting.	Existing procedure adequate. Review Financial Regulations 2017.
	Bank mistakes.	L	RFO check all bank statements against Council records and query errors immediately.	Existing procedure adequate.
	Loss.	L	RFO check all bank statements against Council records and query inconsistencies immediately.	Existing procedure adequate.
	Charges.	L	RFO check adequate funds prior to issuing cheques. RFO challenge charges where errors made by bank.	Existing procedure adequate.
Cash	Loss through theft or dishonesty.	L	Cash handling is not encouraged but where cash received - banked within 7 days.	Existing procedure adequate.
Reserves - General	Adequacy.	L	Consider at Budget setting.	Existing procedure adequate.
Reserves - Earmarked	Adequacy.	L	Consider at Budget and review of final accounts.	Existing procedure adequate.

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Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Reporting and auditing	Information communication.	L	A monitoring statement is produced regularly before each Council meeting and approved at the meeting. This statement includes bank reconciliation and budget update.	Existing procedure adequate.
	Compliance.	L	An independent internal auditor has been appointed. Annual reports detailing compliance with audit regulations are presented to Council.	Existing procedure adequate.
	Transparency Code.	M	Financial information published on third party website. Consider benefits of control and accessibility of acquiring an independent website.	Review annually.
Direct costs & overhead expenses	Goods not supplied but billed.	L	Procurement undertaken in accordance with best practice guidance. RFO to follow up on all orders.	Existing procedure adequate. Review Financial Regulations 2017.
	Invoice incorrectly calculated or recorded.	L	RFO to check arithmetic on all invoices and perform bank reconciliations on monthly basis.	Existing procedure adequate.
	Cheque payable incorrect (excessive or to wrong party).	L	Signatory initials Stub and Voucher to confirm accuracy.	Existing procedure adequate.
Salaries, pensions and associated costs.	Salary paid incorrectly.	M	Check salary to Minute, check hours and rate to contract. Salary analysis is detailed on the payment vouchers issued.	Existing procedure adequate.
	Wrong deduction of NI and Tax/pensions.	M	NI and Tax deductions are calculated using the HMRC PAYE RTI System which is regularly updated. Check PAYE calculations.	Existing procedure adequate.
	Unpaid Tax and NI contributions to Inland Revenue.	L	Payments are made to HMRC by cheque and detailed in the financial statements presented to Council.	Existing procedure adequate.
Employees.	Loss of clerk.	L	Hours, health, stress, training, long term sick, early departure - risk monitored and managed as appropriate.	Existing procedure adequate. Review annually.
	Fraud by employee.	L	Fidelity Guarantee value reviewed annually and insurance cover arranged.	Existing procedure adequate.
	Actions taken by staff.	L	Relevant training, resources and access to professional advice made available to Clerk.	Existing procedure adequate.
VAT	VAT analysis.	L	All items analysed in cash book. Analysis presented to Council at each meeting.	Existing procedure adequate.
Legal powers	Claimed within time limits.	L	VAT reclaim submitted annually at year end.	Existing procedure adequate.
	Illegal activity or payments.	M	All activity and payments within the powers of the Parish Council to be resolved and minuted at Parish Council Meetings. Relevant procedures set out in Standing Orders and Financial Regulations.	Existing procedure adequate. Review Standing Orders and Financial Regulations 2017.

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CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 12, 19, 26 January 2017, 1, 8, 16, 23 February 2017, 2 March 2017.
11/01/17	Reminder: Parish Conference re: Strategic Economic Plan for Cheshire.
24/01/17	Reminder: Self Presentation & Media Skills Training.
01/02/17	Audlem Parish Council - Concerns raised regarding Neighbourhood Planning process and requirements.
01/02/17	Audit & Transparency Training.
06/02/17	Cancellation of M6 Smart Motorway meeting 08/02/17.
01/03/17	Reminder: Audit & Transparency Training.
02/03/17	Reminder: Roles & Responsibility Training.
	Cheshire East Council -
-	Traffic Management LAP Reports - 25 January 2017, 2, 9, 16, 23 February 2017, 2 March 2017.
-	Partnerships Newsletter - January/February 2017; Request for articles March/April 2017.
-	Neighbourhood Planning drop-in sessions - 11, 18, January 2017, 1, 8, 15, 22 February 2017, 1 March 2017.
-	Winter Service Decisions - 8-31 January 2017, 1-28 February 2017, 1-5 March 2017.
-	Spatial Planning Update - January 2017, February 2017.
06/02/17	Proposed Main Modifications to the Cheshire East Local Plan - Formal Consultation: 06/02/17 - 20/03/17.
13/02/17	Feedback from Town & Parish Council Conference held November, 2016.
17/02/17	Notice of Neighbourhood Plan submission by Newbold Astbury and Moreton cum Alcumlow Parish Council.
17/02/17	Notification of Publication of Registers of Electors - December 2016.
27/02/17	Reminder of Local Plan consultations commencing 27/02/17.
03/03/17	Neighbourhood Planning Update re: Site Allocations & Development Policies Document.
03/03/17	Notice of Neighbourhood Plan submission by Goostrey Parish Council.
03/03/17	Speed Management Strategy.
	Cheshire Emergency Services -
-	Knutsford Rural Policing Team: Police Report - January, 2017, February, 2017.
01/03/17	Police & Crime Commissioner - Police & Crime Commissioner and Chief Constable's Roundup.
	Rural Services Network -
-	Weekly News Digest - 9, 16, 23, 30 January 2017, 6, 13, 20, 27 February 2017.
-	Rural Opportunities Bulletin - January, 2017, February, 2017, March 2017.
-	Hinterland Newsletter - 13, 20, 27 January 2017, 3, 10, 17, 24 February 2017, 3 March 2017.
-	Rural Vulnerability Service - Rural Broadband (January, 2017); Fuel Poverty (January, 2017); Rural Transport (February, 2017); Rural Broadband (February, 2017).
-	RSN Spotlight - Rural Housing (January, 2017); Heart of the Village (February, 2017).
19/01/17	Rural Health Conference - 28 th February, 2017.
	Other Correspondence -
-	Healthwatch Cheshire East - 11/01/17 - e-Bulletin; 23/02/17 - e-Bulletin.
-	Public Sector Executive - Newsletter 9, 12, 19, 23, 26, 30 January 2017, 2, 6, 13, 16, 20, 23, 27 February 2017, 2 March 2017. 11/01/17 - Emergency App; 17/01/17 - Public Sector Guide to purchasing a cloud phone system; 17/02/17 - Recovery from cyber attack;
-	HMRC - 31/01/17 - Payroll Help; 03/02/17 - Payroll webinars; 05/02/17 - Sick Pay Guidance; 07/02/17 - Payrolling employee benefits; 08/02/17 - Workplace Health & Safety; 10/02/17 - 2017 Payroll Changes; 12/02/17 - Support re: Apprentices and Worker status; 14/02/17 - National minimum wage, sick pay and benefits help; 17/02/17 - Payroll and National Minimum Wage updates; 19/02/17 - April 2017 Payroll changes; 20/02/17 - 1 st April 2017 changes to National Minimum Wage; 21/02/17 - Maternity & Paternity Pay & Leave Explained; 28/02/17 - Payroll support; 03/03/17 - Webinar support.
-	Manchester Airport - 26/01/17 - Invitation to Update Meeting 07/03/17; 04/03/17 - Community Outreach Dates 2017.
-	CPRE - 11/01/17 - Campaigns Update; 09/02/17 - Campaign Update re Housing White Paper.
-	E-ON - Energy Talk Newsletter - January 2017; 19/01/17 - Energy Storage Webinar; February 2017 - Monthly Market Report.
-	Unlock Democracy - 12/01/17 - Successes of 2016; 10/02/17 - Petition for Proportional Representation in Government.
-	Community & Voluntary Services - 11/01/17 - Training News; 20/01/17 - e-Bulletin; 03/02/17 - e-Bulletin; 17/02/17 - e-Bulletin; 23/02/17 - The Voice Newsletter; 03/03/17 - e-Bulletin.
-	Information Commissioner's Office - Newsletter - February 2017, March 2017.

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-	Age UK - Newsletter - January 2017, February 2017.
10/01/17	Mrs. A. Jones - Query re: traffic management for Stobart development.
13/01/17	United Utilities - Winter Wise Campaign & Bring Warmth Award.
13/01/17	Mr. D. Hughes - Future of Chelford Village.
16/01/17	Chelford Tenants & Residents Association - Cheshire Living Well Dying Well 'Asset Mapping' exercise.
17/01/17	Mid Cheshire Against HS2 - Request for funding.
18/01/17	So Cheshire - Bride: The Wedding Show at Tatton Park (04-05/02/17).
25/01/17	Ricochet TV - BBC2 programme 'The Repair Shop' looking for items to restore.
27/01/17	Historic Towns & Villages Forum - Staff vacancy.
02/02/17	Shared Access Ltd. - Funding opportunity for Chelford Parish Hall in respect of installation of telecoms equipment.
09/02/17	Civic Voice - Architectural Design Awards.
09/02/17	Mr. T. Woodhead - Notification of re-submission of planning application for wakeboarding park at former Mere Farm Quarry.
	Advertisements -
-	Broxap Litter Bins & Recycling Units - 19/01/17 - Seats & Benches; 25/01/17 - Post & Rail Systems; 31/01/17 - Litter & Recycling Bins; 15/02/17 - Litter & Recycling Bins; 15/02/17 - Recycling bins; 22/02/17 - Mounted Display Cases; 01/03/17 - High Security Plastic Litter Bins.
-	12/01/17 - Fletcher Contracting Ltd. - Recycled Plastic Products; 12/01/17 - Realise Futures Eco-Furniture - e-News; 13/01/17 - Primary Care Supplies - Defibrillators; 19/01/17 - Proludic - 2017 Play Equipment Brochure; 25/01/17 - Glasdon - Litter Bins; 26/01/17 - Barcham Trees plc. - Tree suppliers; 06/02/17 - Realise Futures Eco-Furniture - Recycled Plastic Furniture; 09/02/17 - Kompan Playgrounds - Play Equipment sale; 16/02/17 - Kompan Playgrounds - Play Equipment Best Sellers; 17/02/17 - Primary Care Supplies - Defibrillators; 14/02/17 - NetWise Training Ltd. - Secure website training; 16/02/17 - Parish Council Websites - Transparency Code Compliant websites; 21/02/17 - Online Playgrounds Ltd - Spare parts available; 23/02/17 - Message Maker - Exhibition at RoSPA Road Safety Conference; 01/03/17 - Street Furniture Direct - Stock available; 01/03/17 - IMI - War Memorial Cleaning Services.
-	10/01/17 - Sandbach Town Council - Take That Reignited Concert; 16/01/17 - Sandbach Town Council - Youth Summit; 03/03/17 - Civic Voice - Design Awards Study Tour.

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APPENDIX D

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ASSETS REGISTER 2016/17

Date of Acquisition	Description	Supplier	Location	Purchase Cost £	Value for Audit Purposes £	Insurance Value £	Date of Audit Valuation	Date of Disposal	Reason	Basis of Valuation
LAND										
30/12/1939	Playing Field	Sir John Dixon	Knutsford Road	unknown	1.00	Not insured	05/03/17			Nominal
30/07/2009	Grass Splay	Local Landowner	Knutsford Road	500.00	500.00	Not insured	05/03/17			Purchase
NOTICE BOARDS										
Unknown	Notice Board	Unknown	Oak Road	unknown	1.00	Not insured	05/03/17			Nominal
Unknown	Notice Board	Unknown	Post Office, Peover Lane	unknown	134.80	Not insured	01/04/10			Replacement
28/01/2013	Notice Board	Altrincham Joinery & Double Glazing	Station Road	472.40	472.40	Not insured	28/01/13			Purchase
30/11/2015	Notice Board	Notice Board Co. (UK) Ltd	Dixon Drive	429.00	429.00	Not insured	23/11/15			Purchase
STREET FURNITURE										
Unknown	Street Light Fitting	Unknown	Alderley Road	unknown	1.00	Not insured	05/03/17			Nominal
Unknown	Street Light Fitting	Unknown	Holmes Chapel Road	unknown	1.00	Not insured	05/03/17			Nominal
Unknown	Bus Shelter	Gift from Chelford Womens Institute	Knutsford Road	unknown	5,000.00	Not insured	05/03/17			Replacement
Unknown	Bench	Unknown	Dixon Drive	unknown	327.00	Not insured	05/03/17			Replacement
Unknown	Bench	Unknown	Verge near Roundabout	unknown	327.00	Not insured	05/03/17			Replacement
09/09/2013	Speed Indicator Devices (2)	TWM Traffic Control Systems Ltd.	Knutsford Road	3,665.00	3,665.00		09/09/13			Purchase
25/10/2013	Speed Indicator Posts	Cheshire East Council	Knutsford Road	665.18	665.18	4,114.60	25/10/13			Purchase
06/06/2012	Planters (9)	A. & O. Norbury	Various within Parish	724.50	724.50	Not insured	05/03/17			Purchase
06/06/2012	Hanging baskets (2)	A. & O. Norbury	Chelford Primary School	29.17	29.17	Not insured	05/03/17			Purchase
06/06/2012	Post Office Window Boxes	A. & O. Norbury	Post Office, Peover Lane	60.00	60.00	Not insured	05/03/17			Purchase
06/06/2012	Hay racks (2)	A. & O. Norbury	Within Parish	20.00	20.00	Not insured	05/03/17			Purchase
30/09/2011	Height Restriction Barrier	A. J. Heapy Engineering	Chelford Parish Hall Car Park	1,246.00	1,246.00	Not insured	05/03/17			Purchase
MERE COURT RECREATION AREA										
11/07/2012	Goal Posts (2)	NB Services (2006) Ltd	Mere Court Recreation Area	200.00	200.00	772.56	11/07/12			Purchase
10/11/2016	Benches (2)	Cotswold Teak	Mere Court Recreation Area	654.48	654.48	Not insured	10/11/16			Purchase
CHELFORD ACTIVITY PARK										
unknown	Slide	unknown	Chelford Activity Park	unknown	2000.00	Not insured	05/03/17			Replacement
unknown	Swings	unknown	Chelford Activity Park	unknown	2100.00	Not insured	05/03/17			Replacement
08/02/2013	MUGA	NB Services (2006) Ltd	Chelford Activity Park	46,962.00	46,962.00	57,276.44	08/02/13			Purchase
08/02/2013	Prosafe gate (1)	NB Services (2006) Ltd	Chelford Activity Park	538.00	538.00	Not insured	08/02/13			Purchase
08/02/2013	Benches (4)	NB Services (2006) Ltd	Chelford Activity Park	465.00	465.00	Not insured	08/02/13			Purchase

E.M.M. - 05/03/17

CHELFORD PARISH COUNCIL

AGENDA

CHELFORD PARISH COUNCIL

ASSETS REGISTER 2016/17

Date of Acquisition	Description	Supplier	Location	Purchase Cost £	Value for Audit Purposes £	Insurance Value £	Date of Audit Valuation	Date of Disposal	Reason	Basis of Valuation
CHELFORD ACTIVITY PARK (Continued)										
08/02/2013	Waste Bins (2)	NB Services (2006) Ltd	Chelford Activity Park	775.00	775.00	Not insured	08/02/13			Purchase
08/02/2013	Tennis nets	NB Services (2006) Ltd	Chelford Activity Park	640.00	640.00	1,071.51	08/02/13			Purchase
08/02/2013	Cycle racks (6)	NB Services (2006) Ltd	Chelford Activity Park	592.00	592.00	Not insured	08/02/13			Purchase
08/02/2013	MUGA signage	NB Services (2006) Ltd	Chelford Activity Park	90.00	90.00	Not insured	08/02/13			Purchase
08/02/2013	Surface costs	NB Services (2006) Ltd	Chelford Activity Park	3,392.00	3,392.00	Not insured	08/02/13			Purchase
21/03/2013	Picnic Benches (3)	Cheshire East Council	Chelford Activity Park	unknown	450.00	Not insured	05/03/17			Replacement
21/03/2013	Seesaw	Cheshire East Council	Chelford Activity Park	unknown	1,345.00	Not insured	05/03/17			Replacement
21/03/2013	Springer	Cheshire East Council	Chelford Activity Park	unknown	1,225.00	2,753.78	05/03/17			Replacement
21/03/2013	Roundabout	unknown	Chelford Activity Park	unknown	1,734.00	Not insured	05/03/17			Replacement
21/03/2013	Waste Bin	NB Services (2006) Ltd	Chelford Activity Park	unknown	387.50	Not insured	05/03/17			Replacement
21/03/2013	Barbeque (2)	NB Services (2006) Ltd	Chelford Activity Park	unknown	100.00	Not insured	05/03/17			Replacement
21/03/2013	Play Area Signage	NB Services (2006) Ltd	Chelford Activity Park	unknown	90.00	Not insured	05/03/17			Replacement
21/03/2013	Steel fence & self closing gate	NB Services (2006) Ltd	Chelford Activity Park	unknown	1,000.00	Not insured	05/03/17			Replacement
08/09/2013	Fencing & Gates	A. & O. Norbury	Chelford Activity Park	817.00	817.00	Not insured	05/03/17			Purchase
16/11/2016	Outdoor Table Tennis Table	Gift from Parish Plan Team	Chelford Activity Park	2,745.00	2,745.00	2,855.62	16/11/16			Purchase
MISCELLANEOUS ITEMS										
Unknown	Christmas Tree Lights	Cheshire East Council	Cllr. D. Wilson's Home	0.00	1.00	Not insured	05/03/17			Nominal
29/11/2013	Christmas Tree Socket	Millward & Keeling Ltd.	?	40.00	40.00	Not insured	05/03/17			Purchase
02/07/2013	Brushcutter	Chelford Farm Supplies	Chelford Station	234.79	234.79	Not insured	05/03/17			Purchase
21/06/2013	Tennis mini net system (5)	Zsig Sports Ltd.	?	145.85	145.85	Not insured	05/03/17			Purchase
21/06/2013	Slocoach balls (60) & carry bag	Zsig Sports Ltd.	?	53.40	53.40	Not insured	05/03/17			Purchase
21/06/2013	Mini tennis rackets (12)	Zsig Sports Ltd.	?	97.50	97.50	Not insured	05/03/17			Purchase
Total				66,253.27	82,478.57	68,844.51				