

CHELFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

WEDNESDAY 1ST JULY, 2020 at 7:30p.m.

Meeting held remotely via Skype due to restrictions associated with Covid-19.

PRESENT - Councillors: D. Wilson (Chairman), B. Brindley, G. Willis, C. Howlett, A. Jones.
Members of the Public (1).
Cheshire East Borough Councillor M. Asquith.
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. **APOLOGIES FOR ABSENCE** - None.

DECISION a) To note that no apologies for absence had been received.

2. **DECLARATIONS OF INTEREST** - None.

DECISION a) To note that no Declarations of Interest were made by Members.

3. **PUBLIC FORUM FOR QUESTIONS** -

It was reported that complaints had been received regarding the current appearance of Westminster House which appears to have deteriorated during since the start of the Coronavirus outbreak. It was noted that following the letting of the property the appearance of the site had improved, therefore, it was hoped that this was a temporary issue relating to possible business interruption caused by the Coronavirus outbreak.

It was also reported that complaints had been received about the current condition of Chelford Cricket Club. It was noted that structures at the site appeared to be deteriorating and it was not clear whether the Cricket Club was still active.

A resident referred to the proposal to develop a retirement facility adjacent to the Parish boundary. Disappointment was expressed by the resident that he understood that the facilities which were proposed for the site would not be available for local residents to use.

DECISION a) That the Clerk contact the owner of Westminster House to ascertain whether there are plans to improve the appearance of the site.

b) That the Clerk contact Cheshire East Council regarding the current condition of Chelford Cricket Club.

c) That the comments made by the resident be received and duly noted.

7:35p.m. - One member of the public joined the meeting during Item 3.

7:43p.m. - Councillor C. Howlett joined the meeting during Item 3.

4. **REPORTS FROM EXTERNAL ORGANISATIONS** -

i) **Cheshire East Ward Member Cllr. M. Asquith** - (Item deferred to after item 6 as Borough Councillor M. Asquith had not yet joined the meeting due to another commitment.)

Borough Councillor M. Asquith reported that the request for planning application 20/2500M to be called-in had been refused due to the type of application. Borough Councillor M. Asquith noted that he had been liaising with the Clerk to pursue issues relating to hedges. Verge cutting appeared to be taking place in accordance with the scheduled programme.

DECISION a) To receive the report of Borough Councillor M. Asquith.

ii) **Gawsworth & Chelford Wards Policing Team** - A written report had been provided which identified the following incidents within the Parish during June, 2020: 2 x 999 alarms from with Parish; Alderley Road - cows on road; Alderley Road - report of children swimming in quarry - patrol attended and removed children; Elmstead Road - drone flying around; Elmstead Road - report of bought stolen vehicle - all in order; Highland Drive - report of possible drug use by persons in vehicle asking for directions; Holmes Chapel Road - report of dogs out of control and Knutsford Road - complaint of speeding motorbike.

DECISION a) To receive the report of the Gawsworth & Chelford Wards Policing Team.

5. **AUDIT OF ACCOUNTS 2019/20** -

i) **Internal Audit 2019/20** -

a) **Internal Audit Report 2019/20 and Action Plan** - The Internal Audit Report 2019/20 and Action Plan had been previously circulated to all Members. Members noted that the report stated, "No issues arising - the council's system of internal controls has been operated effectively throughout the financial year."

b) **Internal Audit Report 2019/20** - The Internal Audit Report 2019/20, as contained within the Annual Governance and Accountability Return, had been previously circulated to all Members. Members noted the content of the report.

044/20 RESOLVED a) To receive and note the Internal Audit Report 2019/20 and Action Plan.

b) To receive and note the Internal Audit Report 2019/20 contained in the Annual

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Governance and Accountability Return.

c) That the Clerk be thanked for her work on the 2019/20 accounts.

Proposed Councillor C. Howlett Seconded: Councillor B. Brindley All in favour

- ii) **To consider and approve the signing of the Annual Governance Statement 2019/20 (Section 1 of the Annual Governance and Accountability Return)** - Members considered the Annual Governance Statement 2019/20 and unanimously agreed that 'yes' be recorded by items 1-8 and 'n/a' be recorded in respect of item 9 (Trust Funds).

- 045/20 **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 2019/20.**

Proposed Councillor A. Jones Seconded: Councillor B. Brindley All in favour

- iii) **To approve and adopt the 2019/20 Final Accounts and Supporting Notes** - The Chairman presented the Final Accounts 2019/20 and Supporting Notes to the Council.

- 046/20 **RESOLVED** a) **The Final Accounts and Supporting Notes for the financial year ended 31st March, 2019 be duly approved and adopted. (Appendix A)**

Proposed Councillor B. Brindley Seconded: Councillor C. Howlett All in favour

- iv) **To approve the signing of the Accounting Statements 2019/20 (Section 2 of the Annual Governance and Accountability Return)** - The Chairman presented the Accounting Statements 2019/20 to the Council.

- 047/20 **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 2019/20.**

Proposed Councillor B. Brindley Seconded: Councillor G. Willis All in favour

6. PLANNING APPLICATIONS -

- i) **20/2113T** - 15 Chillingham Close, Chelford, Cheshire. SK11 9FZ - Fell Ash Tree.

- 048/20 **RESOLVED** a) **Chelford Parish Council is unable to support the application as no independent assessment, by a qualified professional, of the condition of the tree has been submitted to justify the removal of the tree. Furthermore, the proposed removal of the tree appears to be contrary to the Chelford Neighbourhood Plan.**

Proposed: Councillor D. Wilson Seconded: Councillor C. Howlett All in favour

- ii) **20/2500M** - Holly Tree House, Pepper Street, Chelford, Macclesfield, Cheshire. SK11 9BE
Certificate of existing lawful use for the residential curtilage and garden to Holly Tree House (Change of use).

- 049/20 **RESOLVED** a) **That the representation at Appendix B be submitted to Cheshire East Council.**

Proposed: Councillor D. Wilson Seconded: Councillor A. Jones All in favour

8:08p.m. - Borough Councillor Asquith joined the meeting during Item 6(ii).

8:30p.m. - Borough Councillor Asquith excused himself from the meeting and left.

7. PREMISES LICENCE APPLICATION -

- i) **Keg Man Limited, Unit 2 Alderley Edge Business Centre, Alderley Road, Chelford, Cheshire, SK11 9AP** for a premises licence to provide the following licensable activities: Sale of alcohol (Off sales only) - Monday to Sunday 11:00 to 04:00.

- DECISION** a) **That the Clerk make enquiries to establish whether members of the public will be visiting the site.**
b) **That, if no members of the public will be visiting the site, no comments be submitted in respect of the Premises Licence Application.**
c) **That, if members of the public will be visiting the site, comments be submitted to the Licensing Authority expressing concern about the risk to public safety from increased traffic entering and leaving the site and the risk to public nuisance by outdoor drinking in local public spaces.**

8. POTENTIAL LOCAL DEVELOPMENT -

- i) **Proposal to redevelop Holly Tree House, Pepper Street into a new care and retirement facility** - A letter regarding a proposal to redevelop Holly Tree House, Pepper Street into a new care and retirement facility had been previously circulated to Members. It was noted a formal planning application had not yet been submitted, therefore, no comments regarding the proposal would be made at this stage.

- DECISION** a) **To receive and duly note the information.**

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9. CONSULTATIONS FOR CONSIDERATION -

- i) Cheshire East Council - Vulnerable and Older Persons' Housing Strategy consultation. (Closes 13/07/20)

DECISION a) That no response be submitted to the above consultation.

- ii) Local Government Association Consultation - Draft Model Code of Conduct for Members. (Closes 17/08/20)

DECISION a) That no response be submitted to the above consultation.

10. COMMUNITY ISSUES -

- i) **Decision relating to planning application 20/0985M** - Removal of condition 14 on application 16/0504M - Land at Former Stobart Haulage Depot, Knutsford Road, Chelford.

DECISION a) To note that no decision has been issued in respect of planning application 20/0985M.

- ii) **Circumstances relating to low mains water pressure in late May, 2020** - It was noted that no response had been received from United Utilities relating to the queries raised at the last meeting.

DECISION a) That the Clerk make follow up enquiries relating to the above matter.

- iii) **Circumstances relating to suspension of grass cutting by Peaks & Plains Housing Trust during Coronavirus lockdown** - The Clerk reported that contingency arrangements had now been established by Peaks & Plains Housing Trust to minimise any future disruption to grass cutting caused by further outbreaks of Coronavirus.

DECISION a) To receive and note the report of the Clerk.

- iv) **Reports of dog fouling incidents within the Parish together with removal of associated signage** - The Clerk reported that an update had not yet been received.

DECISION a) That the Clerk make follow up enquiries relating to the above matter.

- v) **Highway boundary maintenance to support pedestrian accessibility** - Borough Councillor M. Asquith had previously advised that he was pursuing issues relating to overgrown hedges.

DECISION a) To note the update from Borough Councillor M. Asquith.

- vi) **Refurbishment of play area at Mere Court Park** - Councillor D. Wilson reported that significant progress had been made to replace the play area at Mere Court Park. There was still concern that no work had taken place to improve the appearance of the pond area.

DECISION a) That the Clerk request an update on progress to complete the work at the site, including the pond area.

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

- i) Future of Chelford Cricket Club.
ii) Update regarding maintenance at Westminster House.
iii) Review of earmarked reserves.

12. DATE OF NEXT MEETING - To be determined based upon receipt of planning applications or other business requiring urgent attention.

The Meeting was declared closed by the Chairman at 8:55p.m.

Signed:

Approval Date -



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APPENDIX A

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Summary Receipts & Payments Account for the year ended 31st March, 2020

2018/19	<u>Receipts</u>	2019/20
£.		£.
24,549.00	Precept	31,684.00
24.39	Investment Interest	84.74
0.00	Sale of assets	0.00
6,079.00	Grants, Donations, Refunds & Contra Income	411.62
874.80	V.A.T. Refund	1,022.16
31,527.19	Total Receipts	33,202.52
	<u>Payments</u>	
8,393.14	Salary (Clerk)	9,042.36
31.60	National Insurance (Employer)	84.23
593.87	Allowances (Clerk)	643.68
0.00	Member Allowances	0.00
93.34	Administration	127.94
350.00	Audit Fees (internal & external)	353.00
818.36	Insurance	550.30
114.62	Donations - Sect. 137	50.00
1,432.42	Grants	510.28
65.00	Parish Council Newsletter	217.95
51.11	Street Lighting (Electric & Repairs)	64.51
0.00	Website	28.28
570.00	Village Planters	851.00
0.00	Professional Services	350.00
26.76	Advertising	0.00
504.96	Subscriptions / Affiliation Fees	497.20
297.50	Room Hire	252.50
35.00	Training	100.00
2,371.29	Chelford Activity Park - Maintenance	2,956.97
118.00	Asset Maintenance	0.00
475.28	Asset Purchase	20.81
0.00	Contingency	0.00
6,045.57	Neighbourhood Plan	1,171.55
1,022.16	V.A.T.	861.42
23,409.98	Total Payments	18,733.98

37,573.14	Balance B/Fwd. 01/04/19	45,690.35
31,527.19	Add Total Receipts	33,202.52
-23,409.98	Less Total Payments	-18,733.98
45,690.35	Balance C/Fwd. 31/03/20	60,158.89
	<u>Analysis of Cumulative Funds</u>	
20,721.20	NatWest Business Reserve Account	45,805.94
24,969.15	NatWest Bank Current Account	14,352.95
45,690.35	Total	60,158.89
	<u>Above Funds held for the following purposes:-</u>	
18,526.76	General Funds	25,431.35
27,163.59	Earmarked Reserves	34,727.54
0.00	Capital Reserves	0.00
45,690.35		60,158.89

The above Statement represents fairly the financial position of the Chelford Parish Council as at 31st March, 2020 and reflects its receipts and payments during the year.

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CHELFORD PARISH COUNCIL SUPPORTING NOTES 2019/20

Assets

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

Table Tennis Paddles	£22.81
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During the year the following assets were disposed of for the amount shown:-

Street lighting fitting	£0.00
Hanging Baskets / Window Boxes / Hay Racks	£0.00
Barbeque (1)	£0.00
Mini tennis net / balls / carry bag / rackets	£0.00
	<u>£0.00</u>

At the 31st March, 2020 the following assets were held:-

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

Total value: £82,262.98

Leases

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

Borrowings

As at close of business on 31st March, 2020 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	£861.42
Employee Income Tax Refund	£489.00
	<u>£1,350.42</u>

Capital Reserves

None

Earmarked Reserves

Mere Court Improvements	£345.52
Community Project Fund	£18,132.57
Asset Refurbishment Fund	£6,134.00
Democratic Services Fund	£1,000.00
Transparency Code Grant	£117.50
Neighbourhood Plan (PC funds)	£1,222.95
MUGA Maintenance (Parish Plan Grant)	£1,000.00
Old planter removal, new planters	£3,295.00
Tree maintenance work	£1,980.00
Replacement notice boards (2)	£1,500.00
	<u>£34,727.54</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 £8,574.72 and payments made were:-

<u>Payee</u>	<u>Nature of Payment</u>	<u>Amount</u>
RBL Poppy Appeal	Donation	£50.00
		<u>£50.00</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 B

Application Reference: 20/2500M

Proposal: Certificate of existing lawful use for the residential curtilage and garden to Holly Tree House (Change of use).

Location: Holly Tree House, Pepper Street, Chelford, Macclesfield, Cheshire. SK11 9BE

Chelford Parish Council is strongly opposed to this application. Should this application be approved, it will place Green Belt land in jeopardy and lead to potential consequences which will significantly diminish its function.

The site has been up for sale off and on since 2013 and according to the owner, he has been unsuccessful in finding a buyer. Consequently, he has now resorted to disposing of the site by issuing major development proposals and inviting feedback.

The owner now lives in a large modern, purpose built, property adjacent to the site in question having vacated Holly Tree as his dwelling/place of residence, a number of years ago. This information has been circulated by the applicant in his proposals for developing the site.

We note that the marketing information used in the prospective sale of this property (which is still available on the internet), variously describes the land around the property as: 'garden and grounds'; 'landscaped gardens, parkland and woodland'; 'professionally constructed golf tee and green' i.e. an extensive golf practice area including a bunker, which can be seen in the application plan.

From these various descriptions of the site, the owner seems to have been perfectly happy to make clear distinctions between gardens and other areas of the site, including the golf practice area. By doing so, he has explicitly demonstrated that the areas he now wishes to class as 'garden' was not an appropriate description when he was trying to sell the property. Certainly, we would not describe a practice area, golf tee, green and bunker as 'garden' something that the applicant has now strangely decided is a more fitting description.

Therefore we are left wondering what is the purpose of this proposed change of use now, given that previously, 'garden' was not deemed by the owner to be a relevant and accurate description to encompass the site. It is no coincidence that the owner's proposals for a major development, will cover nearly all the area he now wishes to 'reclassify'. Therefore, we have reached the incontrovertible conclusion that this application is to strengthen any future planning application to develop Green Belt land and any reasoning to do otherwise is spurious. Simply, this application has no other purpose.

The proposal to develop the site in question, is the second such attempt by the landowner to develop land in the Green Belt. Previously, he submitted land immediately adjacent to the site in question and to his current dwelling, in the Call for Sites, (SADPD). This was rejected on the grounds that the land made a major contribution to the Green Belt. Consequently he has now focused his attention on Green Belt land which in essence performs a similar function to the adjacent land, which was stated by CEC to be of considerable importance to the Green Belt.

This application is an attempt to extend the definition of 'garden' to land that has no direct relationship with the house and is simply for another purpose which the owner has already made public. The area indicated is so extensive that we cannot see how it bears any direct relationship with the house and this is particularly so with the golf practice area.

The area of land which the owner now claims as 'garden' is, in our view, incompatible with the Green Belt. We note that the applicant, has failed to relinquish any permitted development rights which are extensive within the curtilage and therefore he has made his intentions abundantly clear in this application.