

CHELFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: TUESDAY 18TH FEBRUARY, 2020

TIME: 7:30 p.m.

VENUE: CHELFORD PARISH HALL, KNUTSFORD ROAD, CHELFORD.

To Members of Chelford Parish Council,

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

1. APOLOGIES FOR ABSENCE -

2. DECLARATIONS OF INTEREST -

- i) To receive Declarations of Interest in any items on the agenda.

3. MINUTES -

- i) To approve the Minutes of the Parish Council meeting held 9th January, 2020 as a correct record and authorise signing by the Chairman.

4. PUBLIC FORUM FOR QUESTIONS -

5. REPORTS FROM EXTERNAL ORGANISATIONS -

- i) Gawsworth & Chelford Wards Policing Team - Report on matters of interest / concern within the Parish.
ii) Cheshire East Ward Member Cllr. M. Asquith - Report on items of interest to the Parish Council.
iii) Parish Cluster Meeting - 12th February, 2020. (GW)

6. FINANCE -

- i) To receive and consider the Financial Statement 2019/20 as at 18th February, 2020. (Appendix A)

- ii) To authorise the following payments -

a) Direct Debit	E-ON	£17.25	Electricity Charges: 01/10/19 - 31/12/19.
b) Direct Debit	1&1 IONOS	£24.97	Email account fee - January, 2020 & Web domain fee 2020 and 2021.
c) Direct Debit	1&1 IONOS	£1.00	Email account fee - February, 2020.
d) Cheque No. 001331	E. M. Maddock	£826.49	Salary - February, 2020 and Expenses.
e) Cheque No. 001332	H.M. Revenue & Customs	£42.47	Income Tax and National Insurance Contributions.
f) Cheque No. 001333	Greenfingers Landscape Ltd.	£205.99	Chelford Activity Park Maintenance - January, 2020.
g) Cheque No. 001334	Greenfingers Landscape Ltd.	£222.00	Chelford Activity Park - Repairs to grassed surface.
h) Cheque No. 001335	Cheshire Tree Surgeons Ltd.	£432.00	Chelford Activity Park - Tree Survey.
i) Cheque No. 001336	Knutsford Town Council	£295.00	Contribution towards provision of Citizens Advice Service in Knutsford.
j) Cheque No. 001337	A. Gildon	£215.28	Grant - Chelford Village website.
k) Cheque No. 001338	TBC (Insurance)	TBC	See Item 6(iv).

- iii) To note the following receipts since the last meeting -

a) NatWest Bank plc.	£7.77	Gross Interest - October, 2019
b) NatWest Bank plc.	£7.27	Gross Interest - November, 2019
c) NatWest Bank plc.	£8.03	Gross Interest - December, 2019

- iv) To consider insurance quotations and determine appropriate cover for the 2020/21 financial year.

7. CORRESPONDENCE -

- i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto -
- a) Resident - Comments re: dog fouling within the Parish.
- b) Resident - Suggestions re: speed cameras through village, maintenance of footway along Chelford Road and provision of footway in the Corbishley Bridge area of Alderley Road.
- c) Manchester Airport - Invitation to meeting with representatives of Town & Parish Councils.

CHELFORD PARISH COUNCIL

AGENDA

ii) To note correspondence received since the date of the last ordinary meeting. (Appendix B)

8. PLANNING -

i) Applications for consideration -

- a) 20/0269M - 8 Mere Court, Chelford. SK11 9EB - Proposed ground floor rear extension.
- b) 20/0303M - 7 Woodland Close, Chelford. SK11 9BZ - Certificate of proposed lawful use for a loft conversion.
- c) Any applications received following issue of Agenda will be included for consideration.

ii) Former Coal Shed, Station Road - To receive an update on the future of the former Coal Shed.

9. ASSETS -

i) Chelford Activity Park -

- a) To receive a summary of issues identified during routine inspections of Chelford Activity Park.
- b) To receive booking requests for use of facilities at Chelford Activity Park.
- c) To receive outcome of survey of trees at Chelford Activity Park.
- d) To receive and consider quotations for regular site maintenance work for period 2020 to 2023.

ii) Notice Boards -

- a) To consider possible design options for proposed new notice boards at Oak Road and Galloway Grange.

iii) Floral Display Planters - To receive and consider a quotation for the removal of three floral display planters.

iv) Asset Maintenance -

- a) To receive updates in respect of proposed asset maintenance work.

10. HIGHWAY MAINTENANCE & ENHANCEMENTS -

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

a) Hedges, trees and verges:

- i) Ownership of footway vegetation either side of bus passenger shelter - Knutsford Road (near junction with Dixon Drive).
- ii) Hedge maintenance - Knutsford Road (near to station bridge).

b) Carriageways and footways:

- i) Traffic counting strips on footway - Holmes Chapel Road (between roundabout and St. John's Church).
- ii) Flooding outside Chelford Parish Hall, Knutsford Road.
- iii) Mud on footway at gateways on Knutsford Road between railway bridge and Chelford roundabout.
- iv) Dixon Drive - carriageway resurfacing work scheduled for 13th - 17th January, 2020.
- v) Alderley Road - Potholes and flooding near railway bridge.
- vi) Dixon Drive - pothole (opposite junction with Woodland Close).

c) Signage:

- i) Damaged sign - Alderley Road. (Due to be repaired by April 2020)
- ii) Query re installation of 'no through road' and 'give way' signs at Oak Road.

d) Street Assets:

- i) Broken windows (2) in bus passenger shelter - Chelford Road.
- ii) Broken window in bus passenger shelter - Knutsford Road.

ii) To receive highway matters for attention from Members.

11. COMMUNITY -

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

ii) Inspiring Communities Day - To receive an update on arrangements.

iii) Chelford Bowling Club - To receive an update on the present position.

iv) Mere Court Park - To receive an update on the improvement work being undertaken at the site.

v) s.106 funds associated with the Galloway Grange Development - To receive suggestions for possible equipment which could be purchased using the 'Recreation and Indoor Sports Facilities Commuted Sum' [£13,000].

CHELFORD PARISH COUNCIL

AGENDA

12. PARISH COUNCILLOR VACANCY -

- i) To receive the expressions of interest from candidates.
- ii) To consider the co-option of a Councillor from the candidates at (i) above.

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

- i) Dropped kerb information.
- ii) Zebra crossing information.
- iii) Obstructive parking along Peover Lane.
- iv) Footway accessibility within Parish.
- v) Parish Council Newsletter.
- vi) Parish Council Policy Updates.
- vii) Chelford Parish Hall (Part 2).

14. DATE OF NEXT MEETING - Thursday 12th March, 2020 at 7:30p.m. at Chelford Parish Hall.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

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

(as required)

E.M.Maddock

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

Dated 12th February, 2020.

CHELFORD PARISH COUNCIL

AGENDA

APPENDIX A

Financial Statement for 2019/20 as at 18th February, 2020					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Jan. 2020 £.	Agenda Feb. 2020 £.	Budget Balance £.
Receipts					
24,549.00	Precept	31,684.00	31,684.00		0.00
0.00	Balances	5,118.00	0.00		0.00
24.39	Investment Interest	0.00	38.83	23.07	0.00
0.00	Sale of Assets	0.00	0.00		0.00
6,079.00	Grants, Donations & Refunds	0.00	125.00		0.00
0.00	Contra Income	0.00	64.62		0.00
874.80	V.A.T. Refund		1,022.16		777.19
31,527.19	Total Receipts	36,802.00	32,934.61	23.07	777.19
Payments					
8,393.14	Salary (Clerk)	8,940.00	7,422.52	809.92	707.56
31.60	National Insurance (Employer)	0.00	54.63	14.80	-69.43
593.87	Allowances (Clerk)	675.00	542.78	44.24	87.98
0.00	Chairman/Member Allowances	0.00	0.00		0.00
93.34	Administration	250.00	0.00		250.00
350.00	Audit Fees (Internal & External)	375.00	353.00		22.00
818.36	Insurance	1,000.00	0.00		1,000.00
114.62	Sect. 137 Donations	400.00	50.00		350.00
1,001.86	Grants	2,812.00	0.00	510.28	2,301.72
65.00	Parish Council Newsletter	360.00	217.95		142.05
51.11	Street Lighting (Electric & Repairs)	255.00	48.08	16.43	190.49
430.56	Website	60.00	5.81	21.64	32.55
0.00	Professional Services	500.00	0.00		500.00
26.76	Advertising	100.00	0.00		100.00
504.96	Subscriptions/Affiliation Fees	570.00	497.20		72.80
35.00	Training	360.00	100.00		260.00
297.50	Room Hire	370.00	15.00		355.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	1,859.99	753.66	2,911.35
570.00	Chelford Village - Maintenance	3,100.00	851.00		2,249.00
118.00	Asset Maintenance	1,900.00	0.00		1,900.00
475.28	Asset Purchase	8,000.00	20.81		7,979.19
6045.57	Neighbourhood Plan	500.00	276.84		223.16
0.00	Contingency	750.00	0.00		750.00
1,022.16	V.A.T.		665.71	111.48	
23,409.98	Total Payments	36,802.00	12,981.32	2,282.45	22,315.42

Cash/Bank Reconciliation	01/04/19	09/01/20	18/02/20	31/03/20
Balance B/Fwd.	45,690.35	45,690.35	65,643.64	63,384.26
Add Total Receipts	36,802.00	32,934.61	23.07	777.19
Less Total Payments	-36,802.00	-12,981.32	-2,282.45	-22,315.42
Balance C/Fwd.	45,690.35	65,643.64	63,384.26	41,846.03
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/19	09/01/20	18/02/20	31/03/20
General Funds	18,526.76	38,912.89	36,653.51	15,115.28
Earmarked Reserves	27,163.59	26,730.75	26,730.75	26,730.75
	45,690.35	65,643.64	63,384.26	41,846.03

CHELFORD PARISH COUNCIL

AGENDA

CASH/BANK RECONCILIATION AS AT - 18th February 2020

CASH

Balance Brought Forward 01/04/19	
Current Account	24,969.15
Business Reserve Account	20,721.20
Plus Receipts	32,957.68
	78,648.03
Less Payments	15,263.77
Balance Carried Forward 18/02/20	<u><u>63,384.26</u></u>

BANK (Natwest)

Business Reserve Account -	45,783.10		03/01/20
Add income/transfer received since above statement			
	<u>0.00</u>	0.00	
Less unpresented cheques			
	<u>0.00</u>	<u>0.00</u>	
		45,783.10	18/02/20
Current Account -	19,876.39		05/02/20
Add income received since above Statement			
	<u>0.00</u>	0.00	
Less unpresented cheques/ Transfer			
Approved	-35.00		
For approval	-2,282.45		
Less payments already made	<u>42.22</u>		
		<u>-2,275.23</u>	
		17,601.16	18/02/20
Total Bank Balances 18/02/20		<u><u>63,384.26</u></u>	

CHELFORD PARISH COUNCIL

AGENDA

APPENDIX B

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 10, 17, 23, 31 January 2020; 7 February 2020.
17/01/20	Town & Parish Council representatives meeting with Police & Crime Commissioner - 4 th February, 2020.
07/02/20	Reminder for Chairmanship Training.
	Cheshire East Council -
-	Traffic Management LAP Reports - 2, 9, 16, 23, 30 January 2020; 6 February 2020.
13/01/20	Hankelow Neighbourhood Plan - Regulation 16 Consultation - 13/01/20 - 24/02/20.
16/01/20	Proposed Expansion of Wilmslow High School.
17/01/20	Extension of consultation event relating to proposed expansion of Wilmslow High School.
22/01/20	Update on preparation of Site Allocations and Development Policies Document and Brook Lane, Middlewich Draft Development Framework.
23/01/20	Strategic Planning Update.
29/01/20	Eaton Neighbourhood Plan - Regulation 16 Consultation - 29/01/20 - 11/03/20.
03/02/20	Mayor's Civic Service Invitation.
	Cheshire East Council - Temporary Road Closures / Restrictions -
20/01/20	B5359 Alderley Road, Chelford for approximately 50m either side of the railway bridge - 04-07/02/20.
21/01/20	Station Road, Chelford from the junction with Dixon Drive to the junction with Knutsford Road - 17-21/02/20.
	Other Correspondence -
-	CPRE - 18/01/20 - Campaigns Update; 08/02/20 - Campaigns Update.
-	Cheshire & Warrington Growth Hub Newsletter - 27 January 2020.
-	Community & Voluntary Services - e-Bulletin - 17, 20, 24, 31 January 2020.
-	HMRC - 30/01/20 - Payrolling expenses and benefits; 03/02/20 - Mileage and motors; 05/02/20 - Statutory payments explained; 10/02/20 - Cars, vans and entertainment.
-	Information Commissioner's Office - Newsletter - January 2020; February 2020. 28/01/20 - Privacy innovation grants programme.
-	Manchester Airport - 22/01/20 - Manchester Airport Future Airspace Update; 03/02/20 - Airport Academy Courses.
-	Public Sector Executive - 14, 16, 21, 23, 28 January 2020; 4, 11 February 2020.
-	Rural Services Network - Rural Bulletin - 14, 21, 28, 30 January 2020; 4, 11 February 2020.
-	Rural Services Network - Rural Funding Digest - January 2020; February 2020.
-	E-ON - Monthly Market Report - January 2020.
09/01/20	Crewe Town Council - Crewe Potato and Seed Day 2020.
09/01/20	Cheshire Fire Authority - Draft Integrated Risk Management Plan 2020-2024 consultation. (Closes: 20/03/20)
28/01/20	Keep Britain Tidy - Get ready for the Great British Spring Clean 2020.
27/01/20	Alderley Edge Parish Council - Neighbourhood Plan Regulation 14 Consultation - 27/01/20 - 09/03/20.
	Advertisements -
-	15/01/20 - Primary Care Supplies - Defibrillator and CPR Training; 16/01/20 - Proludic - New area manager; 21/01/20 - Sutcliffe Play - New website; 22/01/20 - Kompan - 9m high play giants; 22/01/20 - Running Imp - Products to celebrate VE day anniversary; 22/01/20 - Jupiter Play - New area play consultant; 23/01/20 - Furnitubes International - A decade of product highlights; 28/01/20 - Notice Board Company - Offers of Notice Boards; 29/01/20 - Primary Care Supplies - Defibrillator clearance sale; 31/01/20 - Arien Signs Ltd - Signs available for Parish Councils; 31/01/20 - Amberol - Self watering planters; 01/02/20 - Running Imp - Free delivery on VE day anniversary materials; 02/02/20 - Primary Care Supplies - Complete First Aid Systems; 03/02/20 - Eibe - New play products for 2020; 04/02/20 - Notice Boards Online - New Signum notice boards; 07/02/20 - Kompan - Play towers; 07/02/20 - Mallatite Ltd. - Speed Indicator Devices; 10/02/20 - Primary Care Supplies - Complete First Aid systems; 11/02/20 - Sovereign Play - Free quotation service available.