

# DISLEY PARISH COUNCIL

**Richard Holland** *Disley Parish Clerk*

Tel: 01663 762726

Email: [admin@disleyparishcouncil.org.uk](mailto:admin@disleyparishcouncil.org.uk)

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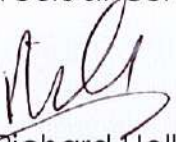


6<sup>th</sup> January 2021

Dear Councillor,

You are summoned to attend an **online Ordinary Meeting** of Disley Parish Council on **Thursday 14<sup>th</sup> January 2021 at 3.00pm**. This meeting will be held remotely via Microsoft Teams.

Yours sincerely,

  
Richard Holland  
Parish Clerk

## Public Participation at Council meetings during Coronavirus pandemic

Members of the public are welcome to attend the on-line meeting.

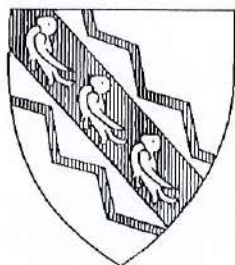
Members of the public wishing to make a comment or ask a question at the meeting, should email the comment or question to: [admin@disleyparishcouncil.org.uk](mailto:admin@disleyparishcouncil.org.uk) or provide it in writing to the Parish Offices at Disley Community Centre. Comments or questions need to be submitted by 5.00pm on Tuesday 6<sup>th</sup> October 2020. All comments and questions received will be read out at the meeting for Council consideration.

### A G E N D A – P A R T 1

1	To receive any Apologies for Absence.
2	To receive any declarations of Disclosable Pecuniary Interests (DPI), Personal Interests or Prejudicial Interests as defined in the Member Code of Conduct.
3	Public Forum

Items highlighted in grey require a Council resolution





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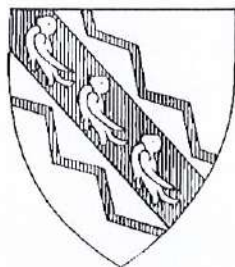
Twitter: [@disleypc](https://twitter.com/disleypc)



4	To receive Chair's Report
5	To agree as a true and accurate record, the minutes of the Council Meeting held on 10 <sup>th</sup> December 2020.
6	To receive Cheshire East Councillors' Report
7	<p>To receive and consider Appendix D - the Disley Parish Council Projects List and associated reports.</p> <p>7.1 <b>Air Quality and Highways Improvements</b></p> <p>7.1.1 To consider an email from Cheshire East Highways regarding outstanding works requests in Disley.</p> <p>7.1.2 To consider a resident email received regarding parking on Coppice Lane and Coppice Avenue.</p> <p>7.1.3 To consider a resident email regarding a 20mph speed restriction on Jacksons Edge Road.</p> <p>7.2 <b>Environmental Impact Review</b></p> <p>7.2.1 To consider a report on proposals for Electric Vehicle Charging Points in Disley.</p> <p>7.3 <b>Leisure Facilities Improvements</b></p> <p>7.3.1 To note an update regarding resurfacing of Bridleway 31 – Long Lane.</p> <p>7.3.2 To note an email sent by the Parish Council to Ansa Environmental regarding the Newtown Playing Fields Project and to consider a response from ANSA.</p>
8	To receive an update on Disley & Newtown cycling initiatives.
9	To note the Parish Council response to the Cheshire East Local Plan SADPD consultation.
10	To consider a Parish Council response to the Cheshire East consultations on transport and parking. Deferred from December Council meeting.
11	To consider a draft response from the Parish Council to the Cheshire East consultation on its draft Tenancy Strategy. Deferred from December Council meeting.

Items highlighted in grey require a Council resolution





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12	To note a letter sent by the Parish Council to the Chief Executive of Cheshire East in response to the Household Waste & Recycling Centre Review.
13	To discuss any issues arising from the National Coronavirus Lockdown announced on 4 <sup>th</sup> January 2021.
14	To consider Disley Parish Council membership of the Cheshire East Virtual Volunteer Network Volunteer Coordination Points Scheme.
15	To note an Interim Internal Audit Report and follow-up actions for 2020/21 Audit.
16	To consider a Disley Parish Council Cyber Security Policy.
17	To note a summary forwarded to St. Mary's Parochial Church Council by the Parish Council in relation to Red Lane drainage issues.
18	To consider Planning Applications as listed on Appendix. B
19	To note Planning Decisions as show on Appendix. B.
20	To consider proposed amendments to Standing Orders and Financial Regulations
21	To note payment of Accounts as listed on Appendix A (1)
22	To approve payment of Accounts as listed on Appendix A (2)
23	To note financial statement to 31/12/2020.

Items highlighted in grey require a Council resolution



2027

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD REMOTELY ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 VIA MICROSOFT TEAMS**

<b><u>Present:</u></b>	Cllrs. Adams, Mrs Birchall, Mr. Birchall, Brownbill, Hutchins, Pattison and Windsor.  Start time: 3.05pm
2474	<b><u>To receive any Apologies for Absence.</u></b> No apologies were received.
2475	<b><u>To receive any declarations of Disclosable Pecuniary Interests (DPI), Personal Interests or Prejudicial Interests as defined in the Member Code of Conduct.</u></b> No interests were declared.
2476	<b><u>Public Forum</u></b> Two members of the public were in attendance. A resident informed the meeting that she was a resident of Lymewood Drive and had a particular interest in hearing the Parish Council's proposed response to the Cheshire East Council SADPD consultation.
2477	<b><u>To receive Chair's Report</u></b> Cllr. Pattison reported that the Council's two new rangers were now in post and were already contributing to village improvements. Cllr. Pattison thanked the staff for their efforts with the Christmas initiatives and thanked Mark Pattison for his work on the Nativity scene at the Ram Green. These had received positive feedback. Cllr. Pattison said that there were two Christmas Coffee Mornings booked for the next two weeks and that these had been well-received and appreciated.
2478	<b><u>To agree as a true and accurate record, the minutes of the Council Meeting held on 8<sup>th</sup> October 2020.</u></b> <b>Proposed:</b> Cllr. Brownbill <b>Seconded:</b> Cllr. Hutchins Unanimously agreed
<b>Resolved</b>	<b><i>That the minutes of the Council Meeting held on 8<sup>th</sup> October 2020 are a true and accurate record</i></b>
2479	<b><u>To receive Cheshire East Councillors' Report</u></b> Cllr. Murphy had been invited to the meeting and had been invited to submit a report but no report had been received.
2480	<b><u>To receive and consider Appendix D - the Disley Parish Council Projects List and associated reports.</u></b> <b><u>Air Quality and Highways Improvements</u></b> <b><u>To note the Parish Council's response to the Cheshire East Highways Winter Service consultation.</u></b>

Signed: \_\_\_\_\_



2028

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	<p>Cllr. Pattison thanked Cllr. Mr. Birchall for completing the response on behalf of the Council. Cllr. Mr. Birchall commented that the proposals appeared to be a money-saving exercise by Cheshire East.</p> <p style="text-align: right;">Noted</p>
	<p><u>To note the minutes of the Poynton Area Highways Group meeting of 12<sup>th</sup> October 2020.</u></p> <p style="text-align: right;">Noted</p>
	<p><u>Environmental Impact Review</u> <u>To receive a verbal update from Cllr. Mr. Birchall on the Parish Council response to the Greater Manchester Clean Air Zone Consultation</u></p> <p>Cllr. Mr. Birchall reported that he had responded in support of the Clean Air Zone and had suggested alternative routes for HGVs and a reduction in the use of rat-runs through the A6 side roads. Cllr. Brownbill requested that, wherever possible, proposed consultation responses should be forwarded to councillors for comment, in advance. This was agreed.</p> <p style="text-align: right;">Noted</p>
	<p><u>Leisure Facilities Improvements</u> <u>To note update from Cheshire East Rights of Way regarding resurfacing of Bridleway 31 – Long Lane.</u></p> <p>Cllr. Windsor reported that there had been no further update on this project. The Clerk was asked to contact the PROW Officer for any progress.</p> <p style="text-align: right;">Noted</p>
	<p><u>Village Events</u> <u>To note an update on Parish Council Christmas initiatives.</u></p> <p style="text-align: right;">Noted</p>
2481	<p><u>To receive an update on Disley &amp; Newtown cycling initiatives.</u> <u>To note a response from Disley Parish Council to Cheshire East Highways regarding the Active Travel Scheme.</u></p> <p>No response had yet been received from Cllr. Crane.</p> <p style="text-align: right;">Noted</p>
	<p><u>To note the notes from a Lyme Park Cycle Route meeting held on 1<sup>st</sup> December 2020.</u></p> <p>Cllr. Mrs. Birchall highlighted that the gates at Lyme were currently unlocked from 9.30am to 4.30pm due to lack of manpower. She also reported that the Head of Poynton High School was happy to support the Lyme Cycle Route. The Public Rights of Way Lead at Cheshire East was also happy to support the route but asked for Cheshire East Councillor support and the results of the current Parking and Traffic consultation to</p>

Signed: \_\_\_\_\_



2029

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	<p>be taken into account. Cllr. Pattison asked that if funding from the Active Travel budget was used, would Cheshire East Council undertake the legalities and project management etc. Cllr. Mrs. Birchall confirmed it would.</p> <p style="text-align: right;">Noted</p>
2482	<p><b><u>To consider a proposed response to the Cheshire East Local Plan SADPD consultation.</u></b></p> <p>Cllr. Pattison reminded the meeting that following discussions with ex-Macclesfield Town Planner, Peter Yates, it had been agreed to join with three other local councils and approach Kings Chambers for Counsel advice. Cllr. Pattison highlighted Item 8 in the response regarding the lack of necessity to release Green Belt land and that Cheshire East had not adequately assessed the need to release Green Belt land. It was proposed that the draft response would be accepted once additional paragraphs had been added to highlight air quality, traffic volume and congestion issues, and the Neighbourhood Plan statement on the protection of the Green Belt. A final draft would be circulated to councillors prior to submission. The Clerk was asked to confirm with Peter Yates that Counsel's report could accompany the response and could be published on the website. (Subsequent to the meeting, this permission was confirmed).</p> <p><b>Proposed:</b> Cllr. Adams <b>Seconded:</b> Cllr. Mrs. Birchall Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the draft response is accepted once additional paragraphs had been added to highlight air quality, traffic volume and congestion issues, and the Neighbourhood Plan statement on the protection of the Green Belt.</i></b></p>
2483	<p><b><u>To consider a Parish Council response to the Cheshire East consultations on transport and parking.</u></b></p> <p>As the closing date for responses for this consultation is 31<sup>st</sup> January 2021, it was agreed to defer this item to the Council meeting on 14<sup>th</sup> January 2021.</p> <p style="text-align: right;">Deferred</p>
2484	<p><b><u>To consider a Parish Council response to the Cheshire East consultation on its draft Tenancy Strategy.</u></b></p> <p>Cllr. Windsor suggested that the Parish Council should encourage individual residents to respond directly. Cllr. Adams highlighted that the strategy covers housing trusts and social housing and she agreed to draft a provisional response for consideration at the Council meeting on 14<sup>th</sup> January 2021.</p> <p style="text-align: right;">Deferred</p>

Signed: \_\_\_\_\_



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2485	<p><b><u>To consider a Cheshire East Household Waste Recycling Centre Review.</u></b>  Cllr. Pattison suggested that the Parish Council respond directly to Cheshire East Chief Executive, Lorraine O'Donnell, regarding this review. It was highlighted that all proposed scenarios include the closing of Poynton tip and two scenarios also included the closing of Bollington tip. Cllr. Mrs. Birchall asked that any response included a request for Cheshire East to make arrangements for Disley residents to use New Mills and Marple tips. It was agreed that Cllr. Pattison would draft a response to Lorraine O'Donnell to include Cllr. Mrs. Birchall's request, highlight the potential fly tipping issues, explain the environment issues due to extended travel distances, highlight the congestion issues at remaining sites and include concerns regarding Council Tax expenditure.  <b>Proposed:</b> Cllr. Brownbill  <b>Seconded:</b> Cllr. Adams  Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That Cllr. Pattison would draft a response to Lorraine O'Donnell to include a request for Cheshire East to make arrangements for Disley residents to use New Mills and Marple tips, highlight the potential fly tipping issues, explain the environment issues due to extended travel distances, highlight the additional congestion issues at remaining sites and include concerns regarding perceived Council Tax expenditure.</i></b></p>
2486	<p><b><u>To consider Disley Parish Council membership of a North East Cheshire Parishes Highways Infrastructure and Enforcement Group.</u></b>  The Clerk explained how the proposal for an independent Highways Group had come about. Cllr. Pattison was in support of the group but Cllrs. Brownbill and Mrs. Birchall expressed reservations as to its effectiveness. The Clerk, Cllr. Brownbill and Cllr. Mr. Birchall agreed to act as Parish Council representatives on the group.  <b>Proposed:</b> Cllr. Pattison  <b>Seconded:</b> Cllr. Mr. Birchall  Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the Clerk, Cllr. Brownbill and Cllr. Mr. Birchall would act as Parish Council representatives on the North East Cheshire Parishes Highways Infrastructure and Enforcement Group.</i></b></p>
2487	<p><b><u>To note the temporary postponement of Schoolhouse Surgery Patient Participation Group meetings.</u></b></p> <p align="right"><b>Noted</b></p>
2488	<p><b><u>To note the Disley Parish Council response to Disley &amp; Newtown Allotment Association requests previously received.</u></b></p> <p align="right"><b>Noted</b></p>

Signed: \_\_\_\_\_



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2489	<p><b><u>To consider a schedule of Parish Council meetings for 2021.</u></b>  <b>Proposed:</b> Cllr. Brownbill  <b>Seconded:</b> Cllr. Windsor  Unanimously agreed</p>
<b>Resolved</b>	<b><i>That the schedule of Parish Council meetings for 2021 is agreed.</i></b>
2490	<p><b><u>To consider Parish Council operating hours for the Christmas and New Year period.</u></b>  <b>Proposed:</b> Cllr. Hutchins  <b>Seconded:</b> Cllr. Adams  Unanimously agreed</p>
<b>Resolved</b>	<b><i>That the Parish Council operating hours for the Christmas and New Year period are agreed.</i></b>
2491	<p><b><u>To note the minutes of a Poynton Area Community Partnership meeting held on 11<sup>th</sup> November 2020.</u></b></p> <p align="right"><b>Noted</b></p>
2492	<p><b><u>To note Planning Comments submitted to Cheshire East on 26<sup>th</sup> October 2020.</u></b></p> <p><b>20/3353M</b>      Change of use from ancillary residential use to independent dwelling house.  <b>310, Buxton Road, Disley SK12 2PY</b></p> <p><b>Comments</b>      DPC has no objection to this revised plan.</p> <p><b>20/4377M</b>      Integral garage conversion  <b>46 Storey Road, Disley SK12 2BF</b></p> <p><b>Comments</b>      DPC has no objection to this application.</p> <p><b>20/3550M</b>      Remodelling of school building and construction of new buildings.  <b>High Peak School, Mudhurst Lane, Disley SK12 2AP</b></p> <p><b>Comments</b>      DPC originally supported this application and has no objection to the revisions.</p> <p align="right"><b>Noted</b></p>

Signed: \_\_\_\_\_



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2493	<b><u>To note Planning Comments submitted to Cheshire East on 1<sup>st</sup> December 2020.</u></b>
<b>20/4838M</b>	<p>Extension of existing first floor by removal of dormer windows and increase eaves level. Change of roof pitch with increased ridge height. Removal of existing garage to form additional living area. Alterations to existing windows to form new larger openings. Erection of raised timber decking with sub ground room below. Extension to existing car port.  <b>14, Red Lane, Disley SK12 2NP</b></p> <p><b>Comments</b> DPC has no objection to this application.</p>
<b>20/4934M</b>	<p>Proposed 2 storey front side and first floor rear and single storey side garage extension.  <b>7 Coppice Avenue, Disley SK12 2LS</b></p> <p><b>Comments</b> A resident has expressed concerns to DPC over possible access to the site from Coppice Lane during building work. Coppice Lane is a narrow private road and there is no space for a vehicle to turn and obstruction of Coppice Lane would cause considerable inconvenience for residents. Access should be from Coppice Avenue. We have attached a photograph taken on 25/11/20 from Coppice Lane looking at the rear garden of the property.</p>
<b>20/5081M</b>	<p>Single storey side and rear extension, with first floor extension over existing garage flat roof  <b>37 Heysbank Road, Disley SK12 2DF</b></p> <p><b>Comments</b> DPC has no objection to this application.</p>
<b>20/5130M</b>	<p>Proposed Two Storey side extension, single storey rear extension, rear raised decking area, Steps to lower patio area, front parking area, dropped vehicle crossing to pavement  <b>52 Goyt Road, Disley SK12 2BT</b></p> <p><b>Comments</b> DPC has no objection to this application.</p>
<b>20/5133M</b>	<p>Insertion of two Velux roof windows to the front elevation, insertion of a roof lantern to the side elevation flat roof area. Removal of the garage door and inclusion of a window with entrance door and surrounding masonry. Conversion of the ex-garage to living accommodation. Insertion of a bi-fold door system, a small utility room window, and a new window with a lower sill to the rear elevation.  <b>4 Crabtree Avenue, Disley SK12 2DD</b></p> <p><b>Comments</b> DPC has no objection to this application.</p>

**Noted**

Signed: \_\_\_\_\_



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2494	<p><b><u>To note Planning Decisions as show on Appendix. B.</u></b></p> <p><b>20/3098M</b> Variation of condition relating to single storey rear extension, 3 storey side extension, front dormer and demolition of existing garage – granted subject to 4 conditions. <b>40 Buxton Rd West, Disley SK12 2LY</b></p> <p><b>20/4214M</b> Two storey extension (Amendment to 20/1484M)– granted subject to 3 conditions. <b>27 Park Road, Disley SK12 2LX</b></p> <p><b>20/3353M</b> Change of use from ancillary residence to independent dwelling house – granted subject to 5 conditions. <b>Bungalow at 310 Buxton Road, Disley SK12 2PY</b></p> <p><b>20/3367M</b> Integral garage conversion and new porch – refused i) the conversion would detract from the character and appearance of the area due to the ornate, projecting vernacular and flat roof design of the proposed bay window combined with the removal of a front door from the dwellings front elevation and ii) loss of parking space detrimental to highway safety through an increase in parking taking place in unsuitable locations on the highway. <b>28 Storey Road, Disley SK12 2BF</b></p> <p><b>20/2869M</b> Integral garage extension - refused - loss of parking space detrimental to highway safety through an increase in parking taking place in unsuitable locations on the highway. <b>26 Storey Road, Disley SK12 2BF</b></p> <p><b>20/4182M</b> Proposed single storey rear and part side extension – granted subject to 3 conditions <b>5, Coppice Avenue, Disley SK12 2LS</b></p> <p><b>20/4377M</b> Integral garage conversion – granted subject to 3 conditions <b>46 Storey Road, Disley SK12 2BF</b></p> <p><b>20/3151M</b> We would like to deck the majority of the back garden to make it usable and safe. There will be a balustrade and we will not overlook anyone as the house looks onto a field. the house is built on a hill so the garden slopes down so a small part of the deck will be on small stilts at the end to make it flat – granted subject to 2 conditions. <b>24, St Marys Road, Disley SK12 2AJ</b></p> <p align="right"><b>Noted</b></p>
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Signed: \_\_\_\_\_



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2495	<p><b><u>To note a reply from Parish Council insurers regarding COVID-19 loss of earnings claim.</u></b></p> <p>Cllr. Mrs. Birchall suggested the premium could be reduced at renewal owing to decrease in the use of the Hall.</p> <p align="right"><b>Noted</b></p>
2496	<p><b><u>To receive a verbal update and consider expenditure of approx. £1,000 for fencing improvements to Parish Council land on Red Lane.</u></b></p> <p>Cllr. Pattison outlined the history of the land and that Lyme were interested in grazing the land with Highland cattle for part of the year. It was recommended that the Public Right of Way across the field should be fenced in as part of the work.</p> <p><b>Proposed:</b> Cllr. Pattison  <b>Seconded:</b> Cllr. Windsor          Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That a maximum expenditure of £1,000 be allocated for fencing improvements to Parish Council land on Red Lane.</i></b></p>
2497	<p><b><u>To receive a verbal update on Red Lane drainage issues.</u></b></p> <p>Cllr. Pattison reported that the parking area beside the Rams Head had been cleared three times this year to remove the mud. She explained that the mud came from the Church bank near the water trough and flows down Red Lane as all the drains are silted up. The three drains in the parking area have now been cleared and, following a meeting with Church representatives, they have now agreed to assess the blockage beyond the lychgate and put a camera down if possible. As Red Lane is a private road, responsibility for further work now rests with the Church and the Red Lane residents. It was agreed that a formal email be sent to the Church representatives with an update and that this would be noted at the next Council meeting.</p> <p align="right"><b>Received</b></p>
2498	<p><b><u>To consider an email from PRIDE regarding future village planting and maintenance.</u></b></p> <p>Cllr. Windsor highlighted that PRIDE membership was getting older and that funds were getting low. Cllr. Adams commented that the bed by the Community Centre entrance was due to be reduced which would reduce the planting requirements. It was agreed that a budget of £500 p.a. be set aside for PRIDE planting and that Cllr. Pattison would respond to PRIDE with an update and to arrange a meeting to discuss future planting.</p> <p><b>Proposed:</b> Cllr. Pattison  <b>Seconded:</b> Cllr. Mrs. Birchall          Unanimously agreed</p>

Signed: \_\_\_\_\_



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<b>Resolved</b>	<b><i>That a budget of £500 p.a. be set aside for PRIDE planting and that Cllr. Pattison would respond to PRIDE with an update and to arrange a meeting to discuss future planting.</i></b>		
2499	<b><u>To note 2019/20 External Auditor Report and Certificate.</u></b> The Clerk was thanked for his efforts in preparing and successfully concluding the 2019/20 audit.		
			<b>Noted</b>
2500	<b><u>To note payment of Accounts of £14,381.68 as listed on Appendix A (1)</u></b>		
	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>
	1342	BACS/021120 /CEC	Cheshire East Council - Supplier - 2020/2021 Contribution to CCTV monitoring and maintenance
			£4,559.88
	1343	BACS/021120 /PTL	Premier Tail Lifts Ltd - Community Bus tail lift service
			£118.80
	1344	BACS/021120 /SPS	Shires Pay Services Ltd - Payroll services - October 2020
			£70.80
	1345	BACS/021120 /PPLPRS	PPL PRS Limited - Performing Rights licence 2020/21
			£77.25
	1346	BACS/021120 /STEPHENS	Stephenson's - Cleaning supplies
			£88.12
	1347	BACS/021120 /JRA	Jake Ross Allen Creative - Website Accessibility Audit and new webpage
			£510.00
	1348	BACS/021120 /AWARD	Award Cleaning Services - Window Cleaning
			£23.00
	1349	BACS/021120 /ICO	Information Commissioner's Office - Data Protection fee renewal 2020/21
			£40.00
	1350	BACS/021120 /PKFLITL	PKF Littlejohn LLP - 2020 external auditor fees
			£720.00
	1351	BACS/021120 /DSWEST	D S West Motors - Community Bus Safety Inspection
			£48.00
	1352	BACS/021120 /WATERP-1	United Utilities/Waterplus - Hagg Bank Allotment water charges - 22/07/2020 to 13/10/2020
			£26.30
	1353	BACS/021120 /WATERP-2	United Utilities/Waterplus - Community Centre water and wastewater charges - 22/07/2020 to 13/10/2020
			£81.77

Signed: \_\_\_\_\_



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	1354	BACS/021120 /HRICHARD	Helen Richards - Refreshments for Community Coffee Mornings	£40.00
	1355	BACS/021120 /BTELECOM	British Telecommunications Plc - Broadband services - Oct, Nov, Dec 2020	£86.40
	1356	BACS/021120 /ESI	Electronic Security Installations Ltd (ESI) - Community Centre Fire Alarm, intruder alarm and CCTV services	£282.00
	1357	BACS/021120 /RHOLLAND	Richard Holland - Councillor emails, website hosting, Hi-Viz jacket	£65.92
	1358	DD/091020/ OPUS	Opus Energy Ltd - Community Centre electricity - 21/08/2020 to 21/09/2020	£168.08
	1359	DD/131020/A LLSTAR	Allstar - Fuel card admin fee	£3.58
	1360	DD/191020/S SE-1	SSE Swalec - Electricity - Parish Streetlighting - 02/09/2020 to 01/10/2020	£82.03
	1361	DD/191020/S SE-2	SSE Swalec - Electricity - Newtown Changing Rooms 27/06/2020 to 29/09/2020	£32.01
	1362	DD/191020/S SE-3	SSE Swalec - Electricity - Fountain Square - 27/06/2020 to 29/09/2020	£62.83
	1363	DD/201020/ CNG	CNG Limited - Community Centre gas charges - September 2020	£3.92
	1364	DD/261020/B IFFA	Biffa Waste Services Ltd - Trade waste and recycling - 26/09/2020 to 23/10/2020	£104.69
	1365	DD/281020/A LLSTAR	Allstar - Council van fuel + Admin fee	£52.28
			Salaries and Wages	£7,034.02
				<b>£14,381.68</b>
				<b>Noted</b>
2501	<b><u>To note payment of Accounts of £4,227.96 as listed on Appendix A (2)</u></b>			
	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>	<b>Amount</b>
	1369	BACS/12112 0/SETA	SETA Training & Advisory Service - On-site Hand and Power Tools Training for 2 delegates	£720.00
	1370	BACS/03122 0/SHIRES	Shires Pay Services Ltd - Payroll services - November 2020	£57.00
	1371	BACS/18112 0/TOMLINSON	A H Tomlinson Parbans Ltd - Drainage rods	£39.11

Signed: \_\_\_\_\_



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD REMOTELY ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 VIA MICROSOFT TEAMS**

	1372	BACS/18112 0/TUNNICL	Tunncliffe Labels & Signs Ltd - Remembrance Banner	£55.63
	1373	BACS/18112 0/STAYLOR	Steven Taylor - Safety footwear	£65.94
	1374	DD/091120/ OPUS	Opus Energy Ltd - Community Centre electricity - 21/09/2020 to 21/10/2020	£252.59
	1375	BACS/18112 0/DISLEYPC	Disley PCC - Distribution of Disley News - Autumn 2020	£200.00
	1376	BACS/18112 0/CID	Cheshire Industrial Doors Ltd - Servicing of Community Centre sliding door and roller shutter	£217.54
	1377	DD/121120/ ALLSTAR	Allstar - Community Bus fuel + Admin fee	£51.56
			Salaries and Wages	£2,568.59
				<b>£1,659.37</b>
				<b>Noted</b>
2502	<b>To note payment of Accounts as listed on Appendix A (3)</b>			
	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>	<b>Amount</b>
	1378	BACS/30112 0/ROSS	David G Ross Ltd - Village planting - Autumn 2020	£571.20
	1379	BACS/04122 0/PYATES	Peter J Yates - Professional fees of Site Allocations Planning advice	£300.00
	1380	BACS/04122 0/STAYLOR	Steven Taylor - Wire brush, rake, shears, loppers, bin, play equipment parts	£136.34
	1381	BACS/04122 0/DISLEYPC	Disley PCC - Donation for Production of Santa Video	£25.00
	1382	BACS/04122 0/INTERSAF	Intersafety Industrial Protection - Staff workwear - Polo shirts and sweatshirts	£132.24
	1383	BACS/04122 0/CHALC	ChALC (Cheshire Association of Local Councils) - Training course - Budgeting	£30.00
	1384	BACS/04122 0/ARENA	Arena Group Limited - Photocopier charges - 13/08/2020 to 13/11/2020	£33.35
	1385	BACS/04122 0/BROWNS	The Brown Partnership - Land Management fees 2018/19 and 2019/20	£1,800.00
	1386	BACS/04122 0/PRINTAPP	Print Approved - Design and printing of Disley News - Autumn 2020	£985.50

Signed: \_\_\_\_\_



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD REMOTELY ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 VIA MICROSOFT TEAMS**

	1387	BACS/04122 0/SCARTER	Stephen Carter - Safety footwear	£44.96
	1388	BACS/04122 0/RHOLLAN D	Richard Holland - Councillor emails, website hosting, Staff leaving gift, Data Protection fee, Hi-Viz jackets, workwear, Xmas party bags, Office 365 renewal, gate spikes	£616.74
	1389	BACS/04122 0/NOGRAFF	No Graffiti Ltd - Arnold Rhodes Play Equipment and bench cleaning	£480.00
	1390	BACS/04122 0/NORTHWI C	Northwich Town Council - Deliver, install and remove Christmas trees: 1 x 22/24 foot - Ram Green 1 x 16/18 foot - Newtown Tree maintenance service Install and remove LED lights for both trees	£3,000.00
	1391	BACS/04122 0/TOMLINSON	A H Tomlinson Parbans Ltd - Cable ties, parts for Red Lane post repair, paint for graffiti removal, Canal notice board paint	£99.40
	1392	DD/231120/ BIFFA	Biffa Waste Services Ltd - Trade waste and recycling - 24/10/2020 to 20/11/2020	£104.69
	1393	DD/201120/ SWALEC	SSE Swalec - Electricity - Parish Streetlighting - 01/10/2020 to 02/11/2020	£87.41
	1394	DD/201120/ CNG	CNG Limited - Community Centre gas charges - October 2020	£98.26
				<b>£8,545.09</b> <b>Noted</b>
2503	<b><u>To note financial statement to 31/10/2020.</u></b>			<b>Noted</b>
2504	<b><u>To resolve that Agenda PART 2 shall exclude the public and press for reasons that their presence would be prejudicial to the public interest due to the confidential nature of the business to be transacted or for other special reasons under Standing Order 1(c).</u></b> <b>Proposed:</b> Cllr. Mrs. Birchall <b>Seconded:</b> Cllr. Adams Unanimously agreed			
<b>Resolved</b>	<b><i>That Agenda PART 2 shall exclude the public and press for reasons that their presence would be prejudicial to the public interest due to the</i></b>			

Signed: \_\_\_\_\_



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD REMOTELY ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 VIA MICROSOFT TEAMS**

	<i><b>confidential nature of the business to be transacted or for other special reasons under Standing Order 1(c).</b></i>
	<b>A G E N D A – P A R T 2</b>
2505	Dispensation – All Councillors are granted dispensations under the Localism Act 2011 (Section 33), for a period of two months in relation to discussions regarding the parish precept for 2021/22.
2506	<p><b><u>To consider proposed salary increments for Parish Council officers for the year 2021/22.</u></b></p> <p>Cllr. Mrs. Birchall suggested that the Personnel Committee assess employee contracts to include a minimum period of 6 months before new employees become eligible for a pay increment.</p> <p><b>Proposed:</b> Cllr. Windsor  <b>Seconded:</b> Cllr. Adams  Unanimously agreed</p>
<b>Resolved</b>	<b><i>That proposed salary increments for Parish Council officers for the year 2021/22 are approved subject to NJC/NALC settlements.</i></b>
2507	<p><b><u>To consider budget and precept proposals for the year 2021/22.</u></b></p> <p>Cllr. Mrs. Birchall explained that there had been a proposed slight increase in the tax base which had led to a small increase in the precept. She proposed that given the current economic situation a zero increase on the precept seemed fair.</p> <p><b>Proposed:</b>  <b>Seconded:</b>  Unanimously agreed</p>
<b>Resolved</b>	<b><i>That the budget and precept proposals for the year 2021/22 are approved.</i></b>
2508	<p><b><u>To consider proposed capital expenditure for the year 2021/22.</u></b></p> <p><b>Proposed:</b> Cllr. Mrs. Birchall  <b>Seconded:</b> Cllr. Hutchins  <b>Unanimously agreed</b></p>
<b>Resolved</b>	<b><i>That the proposed capital expenditure for the year 2021/22 is approved.</i></b>
2509	<p><b><u>To consider nominations for 2020 Civic Awards.</u></b></p> <p>All nominees were considered in detail and Councillors agreed to award five Civic Awards to individuals and to send two letters of commendation to two local businesses. It was agreed that a letter would be sent to each recipient and a request would be made for a photograph with the award to be sent to the Council for publicity.</p> <p><b>Proposed:</b> Cllr. Windsor  <b>Seconded:</b> Cllr Adams</p>

Signed: \_\_\_\_\_



2040

MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD REMOTELY ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 VIA MICROSOFT TEAMS

	Unanimously agreed
<b>Resolved</b>	<b><i>That five Civic Awards be awarded to individuals and two letters of commendation be sent to two local businesses.</i></b>

The meeting concluded at 5.20pm

DRAFT

Signed: \_\_\_\_\_



PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS	UPDATES
Air Quality and Highways Improvements	To improve village air quality and reduce traffic volumes, speeds, anti-social driving and parking issues.	Cllr. Steve Birchall	Cllr. Sue Adams Cllr. Simon Brownbill Cllr. Jackie Pattison	28/09/2020 - Cllr. Mr. Birchall - Councillors and members of the roads group have been sent analysis of SEMMMS report. Efforts being made to get the actual traffic count from Stockport MBC via freedom of information requests. CEC are going to undertake a traffic count in the village. 04/08/2020 - Cllr. Mr. Birchall - The SEMMMS review report has now been published. I intend to read it and write my views on it, I will let all councillors have a copy of these. Various people are trying to forward cycling. As regards anything else the Covid 19 crisis is far from over and contemplating anything else at this time is in my opinion premature.
Business community/economic development	To promote trade between Disley businesses and promote Disley as a business venue.	Cllr. Simon Brownbill	Cllr. Steve Birchall Cllr. Jean Windsor Parish Clerk	28/09/2020 - Cllr Brownbill - The business project team met virtually 22.09.20 and agreed to invite traders to a virtual meeting 01.10.20 to discuss; the new Village Ranger service, future trading - challenges & opportunities, Adapting to future workstyles, Christmas activity. 03/08/2020 - Cllr. Brownbill - Noted a significant uptick in members and interaction on Disley Traders Facebook group. Next step should be a virtual meeting with the business group to get together and introduce new members and discuss activity in the post-COVID world. Look at dates in 06/01/21 - Cllr. Adams - Improvements list to be reviewed when national lockdown over
Community Centre improvements	To consider and implement potential improvements to the Community Centre	Cllr. Sue Adams	Cllr. Cath Birchall Cllr. Jackie Pattison	01/12/2020 - Cllr. Adams - Improvements list to be reviewed early 2021. 28/09/2020 - Cllr. Adams - Quote obtained for new cupboards in community room. Clerk to contact local joiner for additional quote/advice. 04/08/2020 - Cllr. Adams - New water heater installed in kitchen. Cycle rack installed outside library. Quote obtained for new cupboards in community room. Need to arrange further quotes. Need to chase up quote for new room. 06/01/21 - Cllr. Adams - Weekly shopper trip on hold during national lockdown. Bus available for taking residents to Poynton for Covid vaccinations if required. Schoolhouse Surgery and CEC have been notified of bus availability. Can only take 4 passengers at a time due to social distancing.
Community Transport Scheme	To monitor on-going effectiveness of the Community Transport Scheme	Cllr. Sue Adams	Cllr. Cath Birchall Cllr. Jean Windsor Admin Assistant	01/12/2020 - Cllr. Adams - Weekly shopper trip on hold during lockdown. Planned restart w/c 7/12. Can only take 4 passengers at a time. 28/09/2020 - Cllr. Adams - Successful re-start of weekly shopper trip on 20/09/2020 - Cllr. Mr. Birchall - Cllr. Pattison has discussed her tree planting ideas (at Newtown) with me, which I am fully supportive of. FODS are taking forward various ideas at the station, bike racks and car charging points. As regards anything else the Covid 19 crisis is far from over and contemplating anything else at this time is in my opinion premature.
Environmental Impact Review	To reduce the impact of the Council's activities on the environment and encourage environmental awareness in the village.	Cllr. Steve Birchall	Cllr. Jackie Pattison Parish Clerk	26/11/2019 - Cllr. Mr. Birchall - Brief discussion between Cllr. Pattison and Cllr. Mr. Birchall on 19/11/19 re the green agenda, trees, green planting, anti-plastic policies and other council's written green policies.

ITEM 7



PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS	UPDATES
Ginnel from Car Park to Market Street renovation	To improve the appearance and accessibility of the footpath across the brook from the car park to Market Street.	Cllr. Jackie Pattison	Parish Clerk	06/01/2021 - Cllr. Pattison - No further update 30.11.20 - Cllr. Pattison - No further update 29/09/2020 - Cllr. Pattison - Awaiting response from solicitor re ownership of ginnel. 05/08/2020 - Cllr. Pattison - Letters sent to owners of the ginnel by solicitor re transfer of land ownership to DPC ahead of work being carried out.
Leisure Facilities Improvements	To improve the facilities and environment at Arnold Rhodes, Newtown and Bentside Playing Fields and consider new initiatives such as a skate park.	Cllr. Jackie Pattison	Cllr. Sue Adams Cllr. Cath Birchall Cllr. Simon Brownbill Cllr. Dominic Hutchins	06.01.21 - Cllr. Pattison - Completion works at Newtown changing rooms awaited & meeting requested with ANSA and CEC portfolio holder, Cllr Mick Warren. No update re stable clearance 30.11.20 - Cllr. Pattison - Newtown changing rooms project approaching completion. Instruction given to Danvic & contractor to carry out water works and stable clearance at Newtown. 29/09/2020 - Cllr. Pattison - Habitat survey for Newtown received. One quote for fencing and stable removal work rec'd. Newtown changing rooms
Streetscene	To improve the look and feel of the village environment encompassing the village centre and park and play areas.	Cllr. Jean Windsor	Cllr. Sue Adams Cllr. Simon Brownbill Village Rangers	06/01/2021 - Cllr. Windsor - No further update. 01/12/2020 - Cllr. Windsor - Village Centre Ranger has been appointed. Fountain and surrounding area has been swept and cleaned. 28/09/2020 - Cllr. Windsor - Four benches around the War Memorial have been repaired and repainted. Otherwise, no change. Streetscene project was a victim of the lockdown so at present there has been no update to add. Hopefully with the appointment of the 2 new rangers, we can get a few projects going e.g. painting and repairing DPC
Village Events	To develop and monitor a broad range of Community Events.	Parish Clerk	Cllr. Cath Birchall Cllr. Simon Brownbill Cllr. Jackie Pattison Cllr. Jean Windsor Admin Assistant	05/01/2021 - Parish Clerk - DPC Christmas initiatives generally very well-received. Seiffe Wall generated over 40 resident interactions. All further events on hold due to national lockdown. 30/11/2020 - Parish Clerk - Christmas Extravaganza cancelled - various initiatives for Christmas community engagement in place to be rolled out over first two weeks of December. DPC Coffee Mornings restarting in December following second lockdown. Plans for 2021 to be arranged. 28/09/2020 - Parish Clerk - Project Team meeting held on 25/08/2020. DPC Coffee Mornings now running each Friday. 40+ residents have been offered
Village Heath & Well-being	To improve the village Heath & Well-being through new initiatives such as social isolation reduction	Cllr. Sue Adams	Cllr. Dominic Hutchins Cllr. Jean Windsor Parish Clerk	06/01/21 - Cllr. Adams - Four Christmas themed coffee mornings held in December were very well received. These were a massive boost to well-being for those who attended. Street Coordinator Scheme continues to provide support to the community. Contact made with social prescriber for Sett Valley Medical Centre as many Disley residents are registered here. Need to work on building a relationship with Sett Valley. We already have a strong partnership with the Schoolhouse Surgery which has proved vital during the pandemic. 01/12/2020 - Cllr. Adams - Street Coordinator Scheme re-launched 4th



**Richard Holland**

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**Subject:** FW: [OFFICIAL] 504) Outstanding Works Requests - Disley

**From:** Highways Correspondence

**Sent:** 04 December 2020 12:18

**To:** Simon Brownbill

**Subject:** [OFFICIAL] 504) Outstanding Works Requests - Disley

Simon Brownbill  
[simon.brownbill@disleyparishcouncil.org.uk](mailto:simon.brownbill@disleyparishcouncil.org.uk)

**Cheshire East Highways**  
Floor 6, Delamere House  
Delamere Street  
Crewe  
Cheshire  
CW1 2LL

Tel: 0300 123 5020

[HighwaysCorrespondence@cheshireeasthighways.org](mailto:HighwaysCorrespondence@cheshireeasthighways.org)

DATE: 4<sup>th</sup> December 2020

OUR REF: CLLR LC 504

Dear Mr Brownbill

**RE: Outstanding Works Requests - Disley**

Thank you for your emails dated 12<sup>th</sup> and 22<sup>nd</sup> June 2020 regarding outstanding works in Disley which have been forwarded to us for a response by the Portfolio Holder for Highways.

Please accept our sincere apologies for the delay in providing you with a response and for the inconvenience this has caused. Regrettably on this occasion it appears your correspondence has been overlooked.

In order to address all of the points you have raised we have separated these in our response below for your convenience.

**Coppice Lane**

An item (number 1865) has been added to the member led Area Highway Group's (AHG) Minor Works list for an assessment of the parking at Coppice Lane. In order for this item to progress it will need to be prioritised for funding through the AHG. The item will remain on the list until such a time that funding is allocated or it is decided that the item should be removed from the list. The next Poynton AHG meeting is scheduled for spring 2021.



In the meantime, if you continue to have concerns regarding a lack of visibility as a result of parked cars you may feel it appropriate to contact the police if you feel motorists are parking inconsiderately.

Obstructive parking can be reported via the non-emergency number, 101 or online via the following link:

<https://www.cheshire.police.uk/ro/report/rti/rti-b/report-a-road-traffic-incident/>

### **Buxton Road petrol station and restaurant complex**

This scheme was funded by the Poynton AHG on 12<sup>th</sup> October 2020 and an Officer Decision Record report was signed off on 26<sup>th</sup> November 2020 to approve a formal consultation. The proposals that are being considered here will be provided to the Parish Council as part of the consultation process.

### **Buxton Old Road and Jacksons Edge Road**

As you may be aware Jacksons Edge Road is a 30mph road until you reach the Stockport border where the 20mph zone commences. There are road markings and repeater signs beyond the street lit area to remind motorists of the speed limit. These signs and markings comply with the national guidance for speed limits. 30mph repeater signs cannot be installed within the street lit section of the road as national legislation prohibits this. The Highway Code states that *"the presence of street lights generally means that there is a 30mph speed limit unless otherwise specified"*. All motorists should be aware of this.

The 30mph speed limit on Buxton Old Road starts some 210m East of Mudhurst Lane. Buxton Old Road already has vertical deflection, enhanced signage, red road markings and street lighting to ensure motorists are aware of the speed limit.

The change of speed limit when exiting Carr Brow onto Jacksons Edge Road is marked with 30mph speed restriction signs and with the absence of street lights on the section leading up to the traffic signals, repeater signs are also in place.

The council is unable to assist with speed enforcement. If you feel speeding is an issue we would suggest contacting your local Police Community Support Officer (PCSO) who may be able to assist with enforcement. Contact details can be found on their website through the link below:

<https://www.cheshire.police.uk/a/your-area/>

Should the police feel additional engineering measures are needed to support their enforcement activities we will work with them to identify the most appropriate evidence-led approach. Speed camera signs can only be installed at locations where the police carry out regular enforcement.

Following your comments regarding obscured street lighting a recent inspection has been undertaken on the section of Jacksons Edge Road between the two sets of traffic signals. At the time of inspection it was considered that the light columns were sufficiently visible to highway users.

In terms of road marking replacements these are carried out as part of the council's capital delivery programme. The road markings on Jacksons Edge Road and Buxton Old Road have been identified in a forward programme for marking renewals and will be prioritised subject to available funding.



We have noted your comments regarding motorists using Carr Brow and Jacksons Edge Road as a cut through. The Highways team is aware that motorists seek alternative routes in this area but the council cannot prevent this as the reasons for them doing so, and the perceived benefits to them, are different for each motorist.

### **Ram Green Crossroads**

We have noted your comments regarding enforcement of speeding and red light breaches at these crossroads. Both issues would be a matter for the police and we would advise you to report your concerns using the information provided above.

Pedestrian crossing facilities have been investigated for all approaches at this junction but this would create longer queues, additional congestion and greater delays. As you may be aware there are signalised facilities for both east/west and north/south pedestrian routes.

The council receives an extremely high volume of requests for a variety of new safety measures across the borough but it is not possible to grant each request. As a public service the council must be able to reasonably justify all of its expenditure and therefore adopts an evidence-led approach when using public funds, ensuring that action is taken to address proven problems rather than taking preventative measures for perceived or potential problems.

Our resources must be focussed on locations where there is an evidence-led need to improve road safety. Should this location be prioritised for road safety improvement measures in future the local ward member would be made aware of any planned works at that time. We have no current plans to change the pedestrian facilities at this junction.

### **The A6**

The A6 is a principal distributor road and its predominant function is the movement of vehicles of all classes. We are liaising with Greater Manchester in relation to their plans to introduce a clean air zone and will consider the impacts of this measure in due course.

We feel the road markings and signing through Disley are compliant with the national standards and of good quality. If you have concerns regarding specific issues that you feel require attention please report this to us via the form below so an ad-hoc inspection can be arranged:

<https://www.cheshireeasthighways.org/report-it-general.aspx>

We have noted your comments regarding a fatal collision which occurred in June 2020. We are currently awaiting the outcome of the police investigation. Once this has concluded the police will contact us if additional engineering measures have been identified.

Unlike the nearest areas of Derbyshire and Greater Manchester closest to Disley the village accommodates considerable road side parking provision. It is not possible to accommodate a continuous cycle lane alongside the parking areas whilst maintaining two way traffic flows. However an advisory cycle lane was introduced on the western side of Disley as part of the mitigation measures. If you have suggestions about potential locations for further cycling provision on the A6 in Disley please put forward your ideas in the Local Town Plan consultations, details of which are available on our website via the link below:

[https://www.cheshireeast.gov.uk/council\\_and\\_democracy/council\\_information/consultations/local-transport-and-car-parking-engagement-2020.aspx](https://www.cheshireeast.gov.uk/council_and_democracy/council_information/consultations/local-transport-and-car-parking-engagement-2020.aspx)



With regards to speed cameras, these are a measure of last resort and are only used in limited locations. Requests are considered by the Cheshire-wide Road Safety Group (CRSG), which includes the police, fire service and the four local highway authorities across Cheshire. The location must satisfy a number of criteria and at this time the A6 through Disley would not meet the requirements for consideration by the CRSg.

Dialogue with the local ward member is ongoing for any measures underway or planned for Disley and any relevant information will be relayed to the Town Council as appropriate.

We hope the above information is of assistance to you.

Yours sincerely

**The Cheshire East Highways Team**

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**Richard Holland**

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**Subject:** FW: Parking around Lyme Park main entrance.

**From**

**Sent:** 04 January 2021 19:57

**To:** Simon Brownbill

**Subject:** Re: Parking around Lyme Park main entrance.

Hello Simon.

Really appreciate your reply.

Yes please feel free to circulate my email address. Please contact me any time to further discuss.

Kind regards.

On Mon, 4 Jan 2021, 11:18 Simon Brownbill, <[simon.brownbill@disleyparishcouncil.org.uk](mailto:simon.brownbill@disleyparishcouncil.org.uk)> wrote:

Thanks Paul,

I was disappointed to see for myself (yet again) the issues you are facing. I realise this is an ongoing issue for local residents. At the moment things have been compounded by the understandable suspension of the bus service into Lyme and restricted visiting. On top of that we had the temporary closure of Lyme to vehicular traffic owing to inclement weather.

I was particularly concerned on this occasion because in my view a number of vehicles were parked very dangerously. We had similar issues at the other side of Disley on Mudhurst Lane, though this I believe is a less frequent occurrence.

In terms of your particular location, I am hoping that in the long term that the issue can be resolved by yellow lines, a matter already with the Area Highways Group. In the short term I wonder if the mitigation measures that Lyme have put in place and enforcement by our neighbourhood policing team need a re-think – they don't appear to be sufficient enough.

Can I circulate your email to colleagues and then perhaps we can discuss it formally at our next Council meeting?

Best, Simon

**From:**

**Sent:** 30 December 2020 20:13

**To:** Simon Brownbill

**Subject:** Parking around Lyme Park main entrance.

Hi Simon.

Just wanted to thank you for your positive action and subsequent post on FB concerning parking issues around Lyme Park main entrance.

We live on Coppice Avenue and have had serious issues with drivers abandoning vehicles at the junction of Coppice Lane and Avenue for the last few days.

I predicted these issues a few days back and emailed both our local PCSO Rob Evans and beat police officer Dave Jackson unfortunately without reply. I also messaged Disley Police Facebook page again without a reply.



Main issue on Coppice Avenue, Close and Lane is that we have a number of elderly residents who occasionally have medical episodes. The parked vehicles would block access by ambulance so this is a serious matter.

In the long term we need double yellow lines and of course police enforcement against drivers causing an unnecessary obstruction.

Many thanks again for your help.

Kind regards.

Coppice Avenue resident



**Richard Holland**

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**Subject:** FW: Jacksons Edge Road - 20mph  
**Attachments:** Letter to Mr Hunt Re Traffic 06-01-20.pdf

**From:**  
**Sent:** 30 December 2020 19:20  
**To:** Helen Richards <admin@disleyparishcouncil.org.uk>; Simon Brownbill <simon.brownbill@disleyparishcouncil.org.uk>  
**Cc:**  
**Subject:** Jacksons Edge Road - 20mph

Dear Councillors,

I hope you are all well, and staying safe during this difficult period.

I noticed at the last Cheshire East meeting there had been a change of direction regarding the adoption of 20 mph roads on a case by case basis.

You are aware of my thoughts on this having been a campaigner for a 20mph restriction on Jacksons Edge Road since arriving in Disley. I am also aware a 20mph restriction / traffic calming measures on Jacksons Edge Road and the lower part of Buxton Old Road have been requested before, but dismissed due to policy. The speed of cars on Jacksons Edge road is a serious problem, as is the number of cars using it as a cut through, even now during the lockdown restrictions. The implementation of a 20mph restriction on Jacksons Edge road will assist in reducing the speed cars travel long the residential road, and assist in putting rat runners off using it as a cut through.

Residents have been campaigning to combat the problem of speed and volume of cars using Jacksons Edge for a number of years, and with the recent change in policy at Cheshire East, I feel this is an opportune time to request the whole of Jacksons Edge Road is changed from 30mph to 20mph for the following reasons:

- 1) It is a Residential road
- 2) 20mph significantly reduces the chance of a fatal accident.
- 3) There is a sports club at the top of Jacksons Edge road that regularly has sports matches involving children, some of whom walk there. Letter of support attached.
- 4) Lots of children walk down Jacksons Edge road in the morning to the train station or the bus stop outside the Rams Head, crossing between the parked cars.
- 5) Reduction in vehicle speed on the road will encourage people to walk into the village rather than driving to other locations as they will feel safer, this will support local businesses.
- 6) There is an opportunity to address the lack of pavement between the traffic lights and the start of Carr Brow. With the 20mph restriction to implement a "road sharing" scheme where a hybrid pavement is painted onto the road for pedestrians. I understand the installation of a permanent pavement solution has been requested on a number of occasions but rejected by Cheshire East. This is an opportunity to partially remedy the issue.
- 7) Implementing the road as 20mph does not restrict access to anyone.
- 8) Neighbouring SMBC already has a 20mph restriction on Carr Brow and it would make sense to marry the speed restrictions to keep it consistent.
- 9) 20 mph will have the secondary effect of discouraging commuters using the road as a cut through.

I therefore urge the councillors to request / make representations to Cheshire East that Jacksons Edge Road is changed from a 30mph speed restriction to a 20mph speed restriction, along with the necessary signage improvements.

If you have any questions or queries, or if there is a way I can further assist, please do not hesitate to contact me.



## To consider a report on proposals for Electric Vehicle Charging Points (EVCP)

### **Background**

Disley Parish Council's Strategic Plan has an objective to, "*achieve an environmentally responsible and more sustainable village.*" The Council, through its Air Quality and Highways Improvements Project Team, is also committed to the improvement of air quality within the village. The encouragement of the use of electric vehicles would appear to contribute to this objective and commitment and local availability of EVCPs would seem essential to this. Cllr. Mr. Birchall and the Clerk have conducted initial investigations into the potential for stand-alone car park EVCPs and kerbside/streetlight EVCPs.

The Council has been in contact with the Energy Savings Trust, who are administering the Government's On-street Residential Chargepoint Scheme (ORCS), and initial feedback is that a combined streetlight and car park installations project would be eligible for ORCS funding. Funding would be in the region of 75% of the total project cost. The Energy Savings Trust have offered free support with the grant application process.

The Council has received excellent information from Bollington Town Council, which is currently concluding a car park EVCP project, including potential suppliers, user payment methods, and designation of spaces etc.

Currently, the nearest public chargepoint to Disley & Newtown is Hazel Grove Park and Ride car park.

### **1. Car park EVCPs**

The Clerk has met with one supplier to evaluate the viability of installing chargepoints at the Community Centre car park. This would be possible within the Council-owned spaces near the storage shed with power taken directly from the Community Centre. An initial quote for full installation, including groundworks, of a two-point 11Kw unit is approx. £3,700. This would provide two EVCPs and take up two parking spaces.

### **2. Streetlight EVCPs**

Cllr. Mr. Birchall has conducted a survey of village streetlights and identified possible sites at:

- 2.1 Northern parking spaces at Disley Railway Station – early feedback from Northern is positive.
- 2.2 Cheshire East lampposts at the car park at Disley Railway Station; near to 51/53 Buxton Road (Buxton side); outside Post Office and Mazig Barbers (Manchester side); Elizabeth Avenue, Royal Road, Goyt Road, Hollinwood Road, Meadow Lane and Meadowside.
- 2.3 Peaks and Plains Housing Trust sites at Crabtree Court, Dystleigh Court and Greenhill Walk.
- 2.4 Co-op car park.



Cllr. Mr. Birchall did not identify any Parish Council-owned streetlight locations as being suitable.

### **Proposals**

1. To select a number of Cheshire East streetlight locations and apply for the necessary approvals and permissions to use as EVCPs.
2. If approved, to submit a preliminary funding bid, combining streetlight and Community Centre car park EVCPs, to the Energy Savings Trust.
3. To investigate the on-going maintenance and electricity costs of EVCPs.
4. To investigate the potential income from user payments.
5. To ensure that DPC project expenditure does not exceed the £10,000 capital budget allocated in 2021/22.
6. To pursue charging points with third party landowners such as Northern and Peaks & Plains Housing.
7. DPC to commit to continue improving the charging network in Disley & Newtown year on year.

The Council is asked to consider the above proposals, recommend the next steps for this project and revert to the Environmental Impact Project Team for progressing.

**Richard Holland**  
**Parish Clerk**  
**21<sup>st</sup> December 2020**



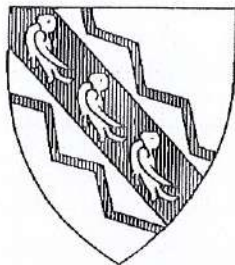
**Update regarding the resurfacing of Bridleway 31 (Long Lane) in Disley**

The Clerk has been in contact with the Cheshire East Public Rights of Way Officer regarding the proposed resurfacing of Bridleway 31 (Long Lane), and has been informed that:

1. The principal sponsor, the Peak and Northern Footpath Society, has conducted a site visit and concluded that there is not a major issue with the drainage or surfacing at the site.
2. Cheshire East have engaged another contractor to reassess the problem and propose a cheaper solution.
3. The contractor has proposed reshaping the path surface to provide a camber to create a run-off for excess water. This will be assessed for 12 months to monitor its success or failure.
4. Cheshire East has agreed to pay the £1,350 cost of these groundworks.
5. The £1,000 committed by Disley Parish Council towards this project should be ring-fenced for use if the groundworks are successful and an MOT surface topping is required following this.

**Richard Holland**  
**Parish Clerk**  
**21<sup>st</sup> December 2020**





# DISLEY PARISH COUNCIL

ITEM 7.3.2

**Richard Holland** *Disley Parish Clerk*

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F.A.O. Matt Smith  
Commercial Manager  
Ansa Environmental Services  
Environmental Hub  
Cledford Lane  
Middlewich  
CW10 0JR

23<sup>rd</sup> December 2020

Dear Matt

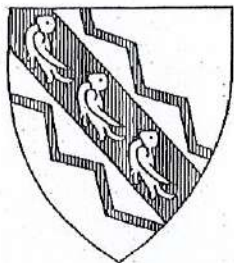
**Re: Newtown Playing Fields Project**

Further to our previous emails and on-site meetings, I am writing to you to highlight a number of concerns which Disley Parish Council has regarding the landscaping and changing rooms project currently in progress at Newtown Playing Fields. Our concerns (in no particular order of priority) are:

1. That the works have not been carried out in accordance with the Planning Decision Notice.
2. That the works and materials supplied are not of a quality and durability suitable for the intended use.
3. That the project management has allowed the project to slip in terms of time, scope and, potentially, cost to public finances.
4. That suggested workarounds e.g. an exterior cupboard, will adversely affect warranties and not deliver a compliant solution.
5. That costs of remedial works will impact the \$106 budget and negatively affect the community benefit of this budget for Disley & Newtown.
6. That deficiencies in the works and materials will lead to increased on-going maintenance costs for Disley Parish Council.
7. That no reporting from Building Control has been provided.

It is regrettable that the Parish Council feels the necessity to raise these issues and it will be forwarding this list of concerns both to the Borough Councillor, Cllr. Brendan Murphy and to Cllr. Mick Warren as the relevant Portfolio Holder.





# DISLEY PARISH COUNCIL

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The Parish Council would be happy to facilitate a meeting between Ansa, Cheshire East and Disley Parish Council to alleviate these concerns.

We thank you in anticipation of your response to the above.

Yours sincerely

Cllr. Jackie Pattison  
Chair of Disley Parish Council

Cc Cllr. Brendan Murphy  
Cllr. Mick Warren



## Richard Holland

---

**Subject:** FW: Letter from Disley Parish Council

**From:**

**Sent:** 29 December 2020 11:40

**To:** Jackie Pattison <jackie.pattison@disleyparishcouncil.org.uk>; WARREN, Mick (Councillor) <Mick.Warren@cheshireeast.gov.uk>; MURPHY, Brendan (Councillor) <Brendan.Murphy@cheshireeast.gov.uk>; Richard Holland <clerk@disleyparishcouncil.org.uk>

**Subject:** RE: Letter from Disley Parish Council

Hello Jackie,

Thank you the letter detailing your concerns. I'm happy to arrange a meeting as early as possible so we can resolve the outstanding issues. Do you envisage the meeting needing to take place on site or would a virtual meeting be sufficient? I'm just conscious that as Cheshire is now in Tier 3 we should only travel if absolutely necessary. With regards to a date I'd be looking for something from week commencing 11<sup>th</sup> January, do you have any preferred dates?

To enable us to come to the meeting with as much information as possible it would help if we could have some clarification on some of the points raised.

1. Which elements of the planning decision notice do you believe have not been adhered to?
2. Which materials are not of the quality required?
3. Which aspect of the proposal to enclose the drainage will not be compliant? (I'm assuming this is with Building Regulations)

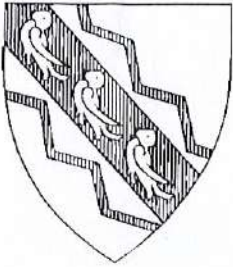
I'm confident we will be able to resolve any of the outstanding issues and alleviate any concerns the Parish Council have.

Regards

Commercial Manager  
Ansa Environmental Services  
Environmental Hub, Cledford Lane, Middlewich, CW10 0JR

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# DISLEY PARISH COUNCIL

**Richard Holland** *Disley Parish Clerk*

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15<sup>th</sup> December 2020

## **Disley Parish Council response to Cheshire East Council Local Plan Draft Site Allocation and Development Policies Document (SADPD) with reference to land at Lymewood Drive, Disley**

Disley Parish Council (DPC) has, with Bollington Town Council, Chelford Parish Council and Prestbury Parish Council, obtained an independent opinion from Ian Ponter, Counsel at Kings Chambers, Manchester in respect of the approach taken to the identification of Safeguarded Land in the draft Site Allocations and Development Policies Document (SADPD) published by Cheshire East Council (CEC) that is intended to form part of the CEC statutory development plan. The draft SADPD identifies sites for Safeguarded Land which are supplemental to the sites identified as Safeguarded Land in the Local Plan Strategy (LPS) and one of the sites identified is land at Lymewood Drive in Disley. A copy of counsel's opinion is attached.

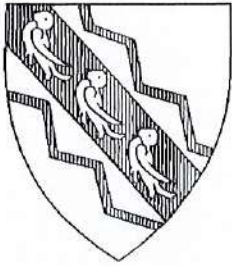
DPC believes that, put simply, counsel's opinion confirms:

1. At a strategic policy making level, the LPS justifies the principle of Green Belt boundary alteration by the demonstration of exceptional circumstances. However, when it comes to detailed boundary adjustments by the SADPD, CEC must demonstrate the need for those adjustments so as to comply with local and national policy.
2. Paragraph 139 of the National Planning Policy Framework (2019) includes the following:  

"When defining Green Belt boundaries, plans should:

  - a) ensure consistency with the development plan's strategy for meeting identified requirements for sustainable development;
  - ....c) where necessary, identify areas of safeguarded land between the urban area and the Green Belt, in order to meet longer-term development needs stretching well beyond the plan period..."
3. The LPS specifically identifies and designates a number of sites as areas of Safeguarded Land which have an aggregate area of 186.4 hectares.
4. The LPS notes that it may be necessary to identify additional non-strategic areas of land to be designated as Safeguarded Land in the SADPD.





# DISLEY PARISH COUNCIL

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**Richard Holland** *Disley Parish Clerk*

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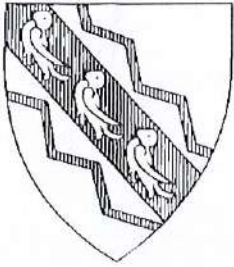
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5. The LPS policies do not state that it will be necessary to identify additional non-strategic areas of land to be designated as Safeguarded Land in the SADPD and the LPS policies do not state that a total of 200 hectares of Safeguarded Land is required.
6. The question of whether, and where, there should be further release from the Green Belt (beyond the 186.4 hectares identified in the LPS) is a matter to be addressed in the SADPD. Therefore, in order for the SADPD to accord with the policies of the LPS, CEC is obliged to examine the need for the release of additional land from the Green Belt for designation as Safeguarded Land as part of the exercise of producing the SADPD. Supporting text within the LPS refers to a range of potential areas of Safeguarded Land, the figure of 200 hectares is the mid-point of the range of areas that CEC considered might be required when the LPS was being prepared. However, this supporting text is not policy and has no weight when addressing the question of whether additional Safeguarded Land is now needed. For the purposes of the SADPD and the question of whether additional Safeguarded Land is necessary it is not sufficient for CEC to say it contemplated that it might need 200 hectares when preparing the LPS, so it now has a shortfall of 13.6 hectares to fill (200-186.4).
7. CEC may not simply look back at the work undertaken prior to the adoption of the LPS in 2017 in order to justify removal of land from the Green Belt that has not been identified in the LPS policies because the question to be addressed in relation to the SADPD is whether additional Safeguarded Land is necessary *now*.
8. In order to comply with the policies of the LPS (and national planning policy) CEC must determine whether or not it is necessary to release further land from the Green Belt to be designated as Safeguarded Land. To do this CEC must conduct an up-to-date assessment of the need for release of further land from the Green Belt to be designated as Safeguarded Land in the SADPD. CEC have not produced any evidence of the preparation of any such up-to-date assessment demonstrating the necessity for the removal of further land from the Green Belt.





# DISLEY PARISH COUNCIL

---

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In light of counsel's opinion and the fact that the site at Lymewood Drive, Disley is not within the sites identified and designated as Safeguarded Land in the LPS, it is the contention of DPC, that, because:

- CEC has not carried out a current assessment which demonstrates that it is necessary to take this land out of the Green Belt to become Safeguarded land; and
- CEC has not met the requirements of the relevant policies in the LPS and the National Planning Policy Framework,

this site should not be included in the SADPD for removal from the Green Belt to become Safeguarded Land.

CEC are also reminded that in the Disley and Newtown Neighbourhood Plan, adopted on 12th July 2018, 93% of responses cited the importance of maintaining the Green Belt in the village.

Furthermore, DPC would highlight that the A6 runs through the centre of Disley village. This is a very busy road and becomes extremely congested, particularly at peak travel times. The volume of traffic passing through the village and the degree of congestion has increased significantly since the opening of the A555 in 2018. A traffic count, conducted by Stockport MBC, in November 2019 confirmed the previously anticipated increase in vehicle numbers, particularly HGVs.

Disley contains a designated Air Quality Management Area, and already has a significant issue with poor air quality along the A6 corridor. Nitrogen dioxide levels are permanently recorded as being above the national legal maximum. A further large-scale residential development on an A6 feeder road would lead to an increase in traffic volumes, additional traffic queuing to join the A6 and a subsequent deterioration of air quality.

DPC is strongly of the opinion that there is no necessity to take any land out of the Green Belt around Disley now or at any time in the foreseeable future and consequently the SADPD should not remove any land from the Greenbelt in the Disley and Newtown area.

Cllr. Jackie Pattison  
Chair of Disley Parish Council

23 November 2020

## **Cheshire East Council launches consultations on transport and parking**

Cheshire East Council has launched public consultations on local transport and parking plans across the borough.

The consultations, which begin today and end on 31 January 2021, will seek to engage with communities, towns, elected members and stakeholders.

The results of this exercise will inform the future direction of how to improve transport, walking and cycling in our towns. It will also inform proposals, which would be subject to further consultation, regarding changes to parking provision and potential changes to car parking charges in the borough.

The local transport plan consultations are based around the following themes:

- **Accessibility for all** – considering all travel needs;
- **Sustainability** – improving walking, cycling and public transport;
- **Quality of the public realm** – managing traffic to support town centres and the visitor economy;
- **Better neighbourhoods** – improving amenities where people live; and
- **Connectivity** – the strategic links needed to access work, education and essential services, such as hospitals.

Councillor Craig Browne, deputy leader of Cheshire East Council, said: "This consultation is an opportunity for us to work together and get the right blend of local transport provision in the right places.

"Alongside these plans, we are also developing town centre vitality plans for our key service centres, helping us to better understand and respond to local needs.

"We must also consider the potential longer-term impacts of Covid-19. This may include using our spaces differently to enable social distancing, more reliance on active travel and public transport, as well as increased home working."

The car parking consultation looks at:

- The role of parking in accessing town centres (current and future);
- The level of parking charges in Cheshire East and scope for harmonisation;
- On-street parking restrictions; and
- Improving parking services.



Councillor Laura Crane, Cheshire East Council cabinet members for highways and waste, said: "The local transport plan sets out a need for greater harmonisation of parking arrangements across Cheshire East, during the period 2020 to 2025.

"The parking consultation, alongside the development of town vitality plans, will engage many stakeholders to ensure we have a broad strategy moving forward, taking into account the economic, environmental and community elements that car parking brings."

The responses to the consultations will be used to shape policies and proposals going forward.

To find out more and take part in the consultations visit the council's web page at:  
[www.cheshireeast.gov.uk/LocalTransportEngagement](http://www.cheshireeast.gov.uk/LocalTransportEngagement)

ENDS

Photo captions:

Councillor Craig Browne, deputy leader of Cheshire East Council

Councillor Laura Crane, Cheshire East Council member for highways and waste

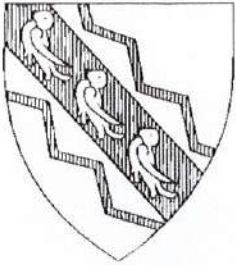
Transport image

**Senior Media Relations Officer: Tim Oliver**

**Direct line: 01270 686591**

**Mobile: 07879 117185**

**Email: [tim.oliver@cheshireeast.gov.uk](mailto:tim.oliver@cheshireeast.gov.uk)**



# DISLEY PARISH COUNCIL

**Richard Holland** *Disley Parish Clerk*

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Dr Lorraine O'Donnell  
Chief Executive  
Cheshire East Council  
c/o Municipal Buildings  
Earle Street  
Crewe  
CW1 2BJ

30<sup>th</sup> December 2020

Dear Dr O'Donnell

## **Re: Household Waste & Recycling Centre Review (HWRCR)**

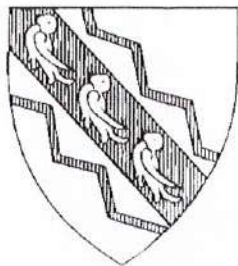
I am writing to you on behalf of Disley Parish Council (DPC) regarding our response to the recent HWRCR.

DPC has reviewed the proposals and is concerned to learn that all scenarios being considered propose the closure of the Poynton recycling centre which is very well used by Disley and Newtown residents. We note from consultation figures provided that 206 users attend the Poynton site each day, this being more users than attend the sites at Congleton, Middlewich and Bollington. We were not surprised by this figure as approximately 20,000 residents live in the two wards of Poynton and Disley & Newtown.

Disley Parish councillors wish to raise serious concerns about the environmental impact of residents having to make a longer journey to Bollington and, should this facility also be closed, a potential 20-mile round trip to Macclesfield. Councillors feel that affected Cheshire East residents would be less likely to undertake a significant round trip to Macclesfield and, therefore, have concerns over substantial increases in fly-tipping.

DPC would be hugely disappointed if the scenarios to close the sites at Poynton and/or Bollington were to be taken forward following the recent consultation. Residents in Disley frequently question the value for money they receive from Cheshire East Council and often voice concerns with DPC about Disley & Newtown being the forgotten ward in the borough.





# DISLEY PARISH COUNCIL

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However, should Cheshire East agree to the closure of one or both of these facilities, despite the concerns of councillors and residents, DPC councillors would be grateful if you could confirm that a permanent and official agreement will be instigated by Cheshire East Council to allow residents to use the Rose Hill Recycling Centre in Marple, which is just 3 ½ miles away.

DPC has responded to the consultation in the usual way but would be grateful if Cheshire East Council could please take these comments into consideration when reviewing the consultation outcomes and review the proposed closure of the Poynton and Bollington recycling centres.

I look forward to hearing from you.

Yours sincerely,

Cllr. Jackie Pattison  
Chair of Disley Parish Council

**Richard Holland**

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**Subject:** FW: VCPs 'the deal' - Coproduction Workshop  
**Attachments:** CESAP - Volunteer Coordination Point Development Principles - 14-12-20.docx; Ami Info and Sign Up Form.docx; Ami User and Admin Guide March 2018.docx

**Subject:** RE: VCPs 'the deal' - Coproduction Workshop

Hi Everyone

I hope you are all starting to get set ready for Christmas, it will soon be on us!

I just wanted to quickly follow up on the below. I know some of you have already confirmed or have been in touch about needing to take this to their committees.

However, if you haven't as yet, or are still to look through the attached documents, I would be really grateful if you could get back to us as follows:

1. Email to confirm that your organisation is happy to continue the journey with us as VCP at this stage, and commit to the principles set out in the attached VCP Development Principles document (to re-emphasise, this is not a formal agreement, rather we are asking you to commit to continuing to work with us partnership and as part of the Virtual Volunteer Network, with an overall to help sustain volunteering for the longer term benefit of communities across Cheshire East).
2. Have a look at the new Ami volunteering platform, and if your organisation would like to be registered on this as a VCP so that you can directly access volunteers in your area now or in the future, if you can complete the details in the attached form and send back to me.
3. Email to confirm if your organisation as a VCP is interested in receiving a one off grant of £5,000 to be used to support/ in line with the VCP Development Principles document.

If you have any queries or if it would be helpful to discuss any of the above please let us know. We are looking for both the Ami platform and the grants to 'go live' in January, hence our keenness to move this forward. I hope this is helpful and we look forward to hearing from you.

Thanks





## **Cheshire East Virtual Volunteer Network Volunteer Coordination Points Development Principles**

In response to the Covid-19 pandemic, the Cheshire East Social Action Partnership, working in partnership with Cheshire East Council, has helped establish a number of Volunteer Coordination Points (VCPs). This is part of the People Helping People (PHP) response, which has received online and telephone enquiries from people in need of support and those offering their support, including as volunteers.

The VCPs have also formed as a 'virtual' network to share information and best practice. The aim is for VCPs to fully cover all 8 of the Cheshire East Care Communities Areas, which include:

- Bollington, Disley and Poynton (BDP)
- Chelford, Handforth, Alderley Edge and Wilmslow (CHAW)
- Congleton and Holmes Chapel
- Knutsford
- Macclesfield
- Sandbach, Middlewich, Alsager, Scholar Green & Haslington (SMASH)
- Crewe
- Nantwich & Rural

Following engagement with existing VCPs, there has been an expressed interest in continuing to develop their role and functions in support of Covid-19 Response, Recovery, and Beyond. The VCPs have shown what can be achieved by working in local networks, and by coordinating and supporting volunteers locally. PHP is now considered as an essential service by Cheshire East Council. Connections and engagement have never been stronger. All see the value in continuing to build on the principles of mutual aid and the development of local assets, and consider that the VCPs can have a further significant positive impact on resident's health and wellbeing, including through early intervention, prevention and social action.

This document sets out the principles for continuing the 'development journey' as a VCP, including a VCP definition, potential future role/ functions, and the support being developed.

### **What is a Volunteer Coordination Point (VCP)?**

The original aim of a VCP is to offer support to individuals and families that may be impacted upon by Covid-19, or who may be vulnerable. VCPs can be a range of different types of VCFSE organisation, mutual aid groups established in response to Covid-19, or Town & Parish Councils. It is recognised each VCP is different, providing a unique response for their areas.

#### **VCP Definition**

A local 'go to' place for people who need community support or who want to volunteer.

VCPs support local networks, build connections, and provide volunteer coordination and help in matching volunteers to vulnerable and isolated people needing help.



## **VCP Role and Functions – ‘the ask’**

- Provide coordination of volunteers locally, helping to match volunteers to people needing support (including linking to People Helping People)
- Provide a central point of contact for enquiries
- Signpost volunteers to groups in their local networks
- Help volunteers to access training and pastoral support
- Maintain relevant up-to-date information on local volunteering opportunities
- Share information, data, and intelligence about volunteering in their area
- Help promote the value of volunteering in their local area
- Work closely with the Community Development Officers and CESAP, including helping to codesign future support opportunities
- Provide storage space where practical/ available to assist People Helping People, e.g. for the distribution of equipment to help support digital inclusion in communities
- Work with other VCP's to share good practice, skills, and knowledge
- Help raise the profile of volunteering in communities as positive and beneficial
- Help recognise and celebrate the achievements of volunteers

## **Support for VCPs – ‘the offer’**

- Free access to People Helping People volunteers through SharePoint, including technical support, and forthcoming access to the planned new Ami Volunteering Platform
- Free DBS checks (for volunteer roles where these are needed)
- Access to training resources and support (including support, training, and toolkits for volunteer managers/ coordinators; and training, learning, development, and future opportunities available for volunteers)
- Access to a range of free policy templates and procedures
- Back up support and ongoing help, information, updates, and advice
- Information about available funding and resources
- Invitation to Cheshire East Virtual Volunteer Network meetings to share learning and best practice, and jointly develop proposals, for example for partnership funding bids, supported by CESAP
- Access to offers of free help, e.g. car parking permits to support volunteer roles
- Inclusion in Network marketing and promotional opportunities (including social media, campaigns, communications, and publicity) to help raise the profile of VCPs and impact they are making
- Engagement in volunteer celebration events to recognise volunteers and to showcase the important work and role of VCPs
- Connection to wider community infrastructure to help develop joint priorities, e.g. Neighbourhood Partnerships and Care Communities

## **VCP Standards**

- Maintain safe working practices in line with current Government and Cheshire East Council guidelines
- Adopt/ maintain up to date policies including Children's and Adult's Safeguarding, Health and Safety, Data Protection/ Privacy Policy, and Confidentiality Policy
- Sign up to/ adhere to the principles of a forthcoming Cheshire East Volunteer Charter
- Be able to demonstrate good governance and values
- Be welcoming, positive speaking, active listeners, inclusive, caring, and aspirational role models





# Disley Parish Council

Internal Audit 2020/21

Interim Internal Audit Report

JDH BUSINESS SERVICES LTD

## **INTERNAL AUDIT REPORT DISLEY PARISH COUNCIL**

The internal audit of Disley Parish Council is carried out by undertaking the following tests as specified on the AGAR Annual Return for Local Councils in England:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year end testing on the accuracy and completeness of the financial statements

The interim internal audit provides evidence to support the annual internal audit conclusion on the Annual Return for local councils.

### **Conclusion**

On the basis of internal audit work carried out, which was limited to the tests above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

**JDH Business Services Limited**



	ISSUE	RECOMMENDATION	FOLLOW UP
1	A three year contract is in place for village planting until 2021. The contract is in excess of the threshold in the Financial Regulations for securing at least three quotations.	<i>The planting contract should be subject to at least three quotations when the current contract expires in 2021.</i>	The 3-year contract with Plantscape is worth £10,884 in total. Under Section 11.1 (h) of the Financial Regs all expenditure between £2,000 and £40,000 is subject to 3 quotations. These will be sought for village planting upon renewal in 2022.
2	The payment schedule for August 2020 had only been evidenced as authorised by one councillor email. Financial Regulations require that all payments are authorised before payment by two councillors. All other payment schedules reviewed had been authorised in advance by two councillors.	<i>The council should ensure compliance with the Financial regulations for the authorisation of payments.</i>	Section 5.7 of the Financial Regs states that each record of payments requires authorising by two Councillors. A temporary email authorising system was introduced during Covid-19 restrictions due to the halting of physical meetings. One payment schedule did not have two email authorisations. The system is robust but will be monitored more closely to prevent a repeat of this issue.
3	Pay rises approved by council are notified to the payroll agency by the clerk. It is important that pay rises are notified to the agency by a person who is not actually on the payroll.	<i>The Chair should notify the payroll agency of all pay rises.</i>	The annual agreed salary increments document has now been updated to include a Minute Reference and Chair's signature. Once completed, this will be forwarded to Shires, the payroll provider for reference.
4	Budgetary control reporting is via a spreadsheet rather than direct from the Edge nominal ledger. Therefore, there is the potential for errors/misstatements when transferring information from the ledger into the spreadsheet.	<i>The council should either receive budgetary control reports using the budget reporting facility within the Edge system, or the spreadsheets used should show a reconciliation back to the Edge output signed as verified by the Chair.</i>	The figures used for the quarterly budget comparison spreadsheet are taken from an Edge Financial Statement – Cashbook Report and manually inputted to the Budget Spreadsheet. In future, a copy of the Cashbook Report will accompany the quarterly spreadsheet and Councillors will be requested to reconcile the report to the spreadsheet.

**INTERNAL AUDIT REPORT  
DISLEY PARISH COUNCIL**

5	A cybersecurity checklist has been provided to the council for completion that contains the key cybersecurity measures that should be in place.	<i>The council should ensure the key cybersecurity measures are all implemented.</i>	The cybersecurity checklist has been completed (as attached) and new cybersecurity measures introduced. Such as adopting a Cybersecurity Policy, updated password procedures, cybersecurity training etc.
6	<p>GDPR compliance issues:</p> <ul style="list-style-type: none"> <li>- A retention policy and schedule is in place but not all categories of personal data have been included eg Community bus user information, CCTV images</li> <li>- There is no permanent file deletion software installed so the council cannot currently permanently erase any personal electronic data it holds</li> <li>- A surveillance Privacy Impact Assessment has not been applied to the use of CCTV</li> </ul>	<p><i>The retention policy and schedule should be updated for all categories of personal data controlled by the council</i></p> <p><i>Permanent file deletion software should be installed and used to ensure compliance with the deadlines in the retention schedule</i></p> <p><i>A Surveillance Privacy Impact Assessment should be applied to the use of CCTV</i></p>	<p><i>(The retention policy and schedule are under review and advice has been sought from ChALC and SLCC to ensure all categories of data are included. This review and policy and schedule documents will be in place before 31<sup>st</sup> March 2021).</i></p> <p><b>The Bitdefender Security Suite installed on all Council hardware contains File Shredder which “permanently deletes files and folders and all their traces from the hard drive.” Once deleted, files are non-recoverable.</b></p> <p><i>(A Surveillance Privacy Impact Assessment is being undertaken with CCTV installers, ESI, and Cheshire East Council CCTV Manager providing guidance. The assessment will be completed before 31<sup>st</sup> March 2021).</i></p>



**INTERNAL AUDIT REPORT  
DISLEY PARISH COUNCIL**

7	<p>The income sample testing identified that VAT is not charged on photocopying income. Charges for photocopying are usually a standard rated VAT supply. The total income to date in 2020/21 is £36.20.</p>	<p><i>The council should correct any underpaid VAT and apply the usual 4 year rule when adjusting for any error.</i></p>	<p>A total of £901.21 of Photocopying Services has been identified for the period 2014 to 2020 inclusive. This equates to £180.24 of unpaid VAT. Advice received from SLCC recommends that as 6 years of VAT records should be kept, 6 years of unpaid VAT should be paid. VAT errors of below £10,000 can be corrected on the next VAT return which will be made on 31/12/2020. A new Budget Heading for Photocopying Services with 20% VAT has now been introduced for all future transactions.</p>
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Cybersecurity Measure	Implemented Y/N	Description of Measures in Place
Corporate cybersecurity policies and procedures.	Yes	Cybersecurity Policy adopted by Council on 14 <sup>th</sup> January 2021.
Effective password management including regular changes.	Yes	Passwords are securely maintained on a password-protected spreadsheet. A hardcopy is kept in the safe. Access to both documents is only available to the Parish Clerk and Admin Assistant. The document password is changed quarterly. A review of password management software LastPass and Keeper was undertaken but the costs and complexity of administering these systems was deemed disproportionately high. Secure individual passwords for individual websites are auto-generated by Firefox Lockwise.
Training for employees in recognition of spam emails and unsafe links and attachments, and general cybersecurity awareness.	On-going	The Clerk was due to attend a CVS Cybersecurity training session in December 2020. This has been postponed until February 2021. If the content is appropriate, the Admin Assistant will be enrolled on the next available session. Staff have high levels of general cybersecurity awareness and adopt an "if in doubt, delete" approach to suspicious emails, links and attachments.
Up to date effective spam filters / anti spoofing controls.	Yes	The Council subscribes to Microsoft 365 for Outlook email protection and Bit Defender 2020 Total Security for Firewall, Antivirus, Antispam etc protection.
Two-factor authentication controls for portable devices	On-going	This has not yet been introduced but Microsoft Two-Step Verification for Outlook applications is being considered. The Council uses 2FA where made available by third parties e.g. RBS Bank.



<b>An effective network firewall that blocks unauthorised users from accessing the organisation systems</b>	Yes	Bit Defender 2020 Total Security for Firewall, Antivirus, Antispam etc is installed on all systems.
<b>Up to date antivirus software</b>	Yes	Bit Defender 2020 Total Security for Firewall, Antivirus, Antispam etc is installed on all systems.
<b>Keeping all software, applications and operating systems up to date</b>	Yes	Microsoft 365 provides automatic update of all Microsoft software such as Outlook, Word, Excel etc.
<b>Never leave computers unlocked</b>	Yes	Computers are not left unlocked when unattended.
<b>Encrypt hard disks used in the organisation such as laptops, memory sticks and USB storage devices</b>	Yes	All laptops have BitLocker Drive Encryption enabled for the operating system drive ©. No removable hard drives are used. For full protection, our IT supplier has recommended installing brand new hard drives with encryption done from scratch. The cost of £275 per laptop has precluded this option.

**Updated: 05/01/2021**



# DISLEY PARISH COUNCIL

## Cyber Security Policy

### Introduction

The risk of data theft, scams, and security breaches can have a detrimental impact on the Council's systems, technology infrastructure and reputation. As a result, Disley Parish Council has created this policy to help outline the security measures put in place to ensure information remains secure and protected.

### Purpose

The purpose of this policy is to:

1. Protect Disley Parish Council's data and infrastructure.
2. Outline the protocols and guidelines that govern cyber security measures
3. Define the rules for council and personal use
4. List the company's disciplinary process for policy violations.

### Scope

This policy applies to all of Disley Parish Council's councillors, officers, remote workers, permanent and part-time employees, contractors, volunteers, suppliers and/or any individuals with access to the company's electronic systems, information, software, and/or hardware.

### Confidential Data

Disley Parish Council defines "confidential data" as:

1. Unreleased and classified financial information.
2. Customer and supplier information.
3. Employees' passwords and personal information.
4. Council contracts and legal records.

### Device Security

#### 1. Council Use

To ensure the security of all council-issued devices and information, Disley Parish Council employees are required to:

- 1.1 Keep all council-issued devices, including tablets, computers, and mobile devices, password-protected (minimum of 8 characters).
- 1.2 Secure all devices before leaving their desk.
- 1.3 Obtain authorisation from the clerk before removing devices from council premises.
- 1.4 Refrain from sharing private passwords with colleagues, personal acquaintances and councillors.
- 1.5 Regularly update devices with the latest security software.



## **2. Personal Use**

Disley Parish Council recognises that employees may be required to use personal devices e.g. mobile phones, to access company systems. In these cases, employees must report this information to management for record-keeping purposes.

To ensure company systems are protected, all employees are required to:

- 2.1 Keep all devices password-protected (minimum of 8 characters).
- 2.2 Ensure all personal devices used to access council-related systems are password protected.
- 2.3 Install antivirus software.
- 2.4 Regularly upgrade antivirus software.
- 2.5 Lock all devices if left unattended.
- 2.6 Ensure all devices are always protected.
- 2.7 Always use secure and private networks.

## **Email Security**

Protecting email systems is a high priority as emails can lead to data theft, scams, and carry malicious software like worms and bugs. Therefore, Disley Parish Council requires all employees to:

1. Verify the legitimacy of each email, including the email address and sender name.
2. Avoid opening suspicious emails, attachments, and clicking on links.
3. Look for any significant grammatical errors.
4. Avoid clickbait titles and links.
5. Contact the Clerk regarding any suspicious emails.

## **Transferring Data**

Disley Parish Council recognises the security risks of transferring confidential data internally and/or externally. To minimise the chances of data theft, we instruct all employees to:

1. Refrain from transferring classified information to employees and outside parties.
2. Only transfer confidential data over Disley Parish Council networks.
3. Obtain the necessary authorisation from the Clerk.
4. Verify the recipient of the information and ensure they have the appropriate security measures in place.
5. Immediately alert the Parish Council of any breaches, malicious software, and/or scams.

**Date approved: 14<sup>th</sup> January 2021.**

## Notes: Disley Parish Council (DPC) & Red Lane drainage issue

This is a summary of my understanding of the current position of the surface water drainage at bottom of Red Lane.

1. Water runs down the cobbled gutter on the St Mary's Church side of Red Lane. There are two sources of this water. The first is the trough that is on the church bank part way up the lane. This runs continually as it is fed by a spring that rises in the church meadow. The second is periodic rain water run off that runs down the lane and off the church bank.
2. There is a gulley with an iron grid part way down the lane which is apparently piped across the lane to discharge onto the bank above the bowling green but this drain has been blocked.
3. There is a gulley with iron grid towards the bottom of the lane just above the church lychgate. There is a fairly large silt trap immediately above this gulley with an iron grid cover. The drain from this gulley comes out at an angle towards the centre of the lane as opposed to running parallel to the wall of the church bank but neither the route or destination of this drain has been established. This drain is blocked.
4. The consequence of this drain being blocked is that the water running down the gutter on the church side of the lane floods across the lane. The water then runs down the other side of the lane along the wall of the Ram's Head and into the small area of land next to the Ram's head which is owned by DPC and is currently used for car parking. The overflow from the trough means that there is a constant flow of water. This situation is potentially dangerous because of the risk that the water flowing across the lane will freeze in the winter and create a skidding hazard.
5. When the water reaches the DPC land it drains into a gulley with an iron grid which is connected to the public foul sewer. When this gulley blocks or is overwhelmed by the volume of water, the water floods onto the DPC land and the bottom of Buxton Old Road. When the flood water is deep enough some of it will drain into another gulley which is at a slightly higher level on the Buxton Road side of the DPC land. It is understood that the drain from this gulley runs in the direction of Buxton Road and may connect to the storm drainage system.
6. The situation outlined in 5. above is unacceptable because:
  - 6.1 There is a constant flow of spring water and a periodic flow of rain water into a foul sewer which may risk the down stream sewage treatment plant being overwhelmed.
  - 6.2 When flooding occurs silt is deposited which leads to a build-up of many inches of mud on the parking area.
  - 6.3 When there is heavy rainfall the gullies on the DPC land cannot cope particularly where there has been a build-up of mud and the flood water and silt run on to Buxton Old Road
7. Mark Pattison has cleared the mud from the DPC land on a number of occasions over the last three years. When he cleared the mud recently, he was assisted by the DPC Rangers and they also cleared the blocked gulley and silt trap above the lychgate and shifted a large pile of silt which had been piled up between the lychgate and the gulley. Mark Pattison hired a motorised wheel barrow for this job and DPC will reimburse the cost.
8. Having cleared the blocked gulley and silt trap Mark and the DPC Rangers attempted to rod the drain but could only get about 4 metres of rod into the drain.



9. One of the gullies on the DPC land was also blocked and does not have a rodding access so DPC arranged for Drainage Consultants Ltd to come out to jet this drain with an industrial jetter. On the same visit Drainage Consultants Ltd were asked to try and clear the blocked drain from the lychgate gulley on Red Lane. They were able to get a jetter into the drain for a distance of approximately 18 metres. They were not able to clear the drain but by lifting the inspection chamber cover for the foul sewer in the middle of Red Lane which is approximately 18 metres below the gulley they were able to establish with a fair degree of certainty that the blocked drain does not connect to the sewer.

10. The jetter operator from Drainage Consultants Ltd who attempted to jet the drain explained that ideally jetting should be carried out in an upstream direction so that the downstream drain carries away the debris flushed out by the jetter. He suggested that a jetter combined with a suction hose from a tanker may be able to clear the obstruction. He also said that in his opinion Drainage Consultants Ltd would not be willing to camera the drain unless the debris had first been sucked out by a tanker because of the risk of getting the camera stuck.

11. If, as seems likely, the blocked drain does not connect to the foul sewer in Red Lane, it is presumed it will either connect to the storm drain system serving Buxton Old Road or to the culverted stream that runs under Buxton Old Road from the White Horse car park to the back of the community centre.

12. Red Lane is not an adopted highway and therefore, it is assumed, that the blocked drain is not a public surface water sewer but is a private drain serving the church and properties on Red Lane and Green Lane which take access over Red Lane and for which the church and/or the residents of Red Lane and Green Lane are responsible. The title deeds for these properties may indicate who has responsibility for the drain. DPC is not aware of any reason why it should have any responsibility for the maintenance, repair and renewal of this drain.

13. If it is possible to clear the drain it is essential that the silt trap above the gulley is kept clear so that the gulley and drain can work properly.

14. David Kidd has suggested that at its own cost Saint Mary's Church should now engage Drainage Consultants Ltd to attend with a tanker and attempt to clear the drain. DPC will ask David to keep them advised of the outcome of this exercise.

14. If a suction and jetter combination cannot clear the drain it will be necessary to establish the location of the drain and the blockage so that it can be excavated and hopefully cleared and repaired. This may involve a significant obstruction to the use of Red Lane by residents and therefore careful planning, consultation and programming will be necessary. DPC may be able to assist in facilitating a residents meeting for this purpose but will not take on responsibility for organising or undertaking the works.

15. It may be that the existing drain is not capable of repair and will need to be renewed or replaced. If the existing drain passes under Buxton Old Road to connect to the highway storm drains or the culverted stream, renewal would be a major undertaking and might involve closing Buxton Old Road. This would require liaison with the Local Highways Authority at Cheshire East Council. Consequently, if the existing drain is not capable of repair it might be appropriate to explore alternative routes for a new drain.

**Cllr. Jackie Pattison**

**Chair of Disley Parish Council**

**17<sup>th</sup> December 2020.**

Appendix B	Planning Applications
<b>20/5425M</b>	Replace existing house and garage tiles with Marley modern roof tile smooth grey. Alter utility roof and add roof windows. Create cavity walls to front and back faces of the utility. Create an additional door in the garage to the back garden. Remove chimney and existing skylight at the rear. Create new skylight at the front. Create a dormer at the rear to provide an ensuite bathroom to existing bedroom 2. Raise the threshold of the 2 back doors and raise the level of the utility floor. Render external walls, colour cream.
	<b>21 The Ridgeway, Disley SK12 2JQ</b>
<b>Comments</b>	
<b>20/5321M</b>	Create one additional apartment within the lower ground floor, with the adjustment of window positions and retaining walls to side elevations and additional car parking and the reduction of one existing approved apartment from 3 bedroom to 2 bedroom in relation to approved application 15/3617M
	<b>Dunwood, Homestead Rd, Disley SK12 2JN</b>
<b>Comments</b>	
<b>20/5136M</b>	The existing garages have been in place since the 1970s and have been in place since we bought the house in 2014. We wish to replace the existing wooden two garages with two garages of the same shape and size. The existing foundations of the garages will be used.
	<b>Sparth Kennels, Clough Lane, Disley SK12 2JZ</b>
<b>Comments</b>	
<b>20/5696M</b>	Integral garage conversion and new porch
	<b>28 Storey Road, Disley SK12 2BF</b>
<b>Comments</b>	
<b>20/5703M</b>	Integral garage conversion to a habitable room
	<b>26 Storey Road, Disley SK12 2BF</b>
<b>Comments</b>	
<b>20/5592M</b>	Modification to outbuilding incorporating the raising of the roof and creating a habitable area, whilst retaining the use of the garage.
	<b>Lyme Gate Cottage, 20 Buxton Road West, Disley SK12 2LY</b>
<b>Comments</b>	



[illegible]

## Standing Order and Financial Regulations – Proposed Amendments 14<sup>th</sup> January 2021

### 1. Standing Orders

(7) Include new "Matters of Urgency" section from 2017 Standing Orders:

*"The Chair and Vice-Chair of the Council, or relevant Committee, together with one other Councillor, and in consultation with the Clerk, shall have the power to deal with matters of urgency arising between Council or Committee meetings, where there are compelling reasons why a decision needs to be made before the next scheduled meeting. If either the Chair or Vice-Chair are not available, then another councilor or Committee member may act as substitute."*

### 2. Financial Regulations

11.1 (h)

*"When it is to enter into a contract of less than £40,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk/RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below **£4,000 and above £1,000** the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10 (3) above shall apply."*

Limits for 3 quotations raised to £4,000, with 3 estimates "strived for" for purchases between £1,000 and £4,000

Richard Holland  
Parish Clerk  
29/12/2020



## Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/20

## APPENDIX A. (1)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1399	005928	£128.69		03/12/20	Petty Cash - Petty Cash replenishment December 2020	£128.69
1		£23.64	225/12		Office supplies/sundries	
3		£32.72	225/3		Postage	
4		£19.54	260		Strimmer wire and cable ties	
5		£40.00	600/4		Coffee morning refreshments	
6		£2.99	400/3		Sealant	
7		£5.80	260		Fuel for power tools	
8		£4.00	310/8		Council van clean	
1400	BACS/2412 20/BROUG HTO	£23.00	230/1	18/12/20	Mrs B. Broughton-Law - Ginnet lighting costs - October - December 2020	£23.00
1401	BACS/2412 20/RHOLL AND	£45.40		18/12/20	Richard Holland - Mileage claim, Rotary Donation	£45.40
1		£5.40	220/2		Mileage claim - Nov-Dec 2020	
2		£40.00	600/3		New Mills Rotary Club - Santa Sleigh donation	
1402	BACS/2412 20/BROWN S	£261.00	270	18/12/20	The Brown Partnership - Professional services relating to trespassing on Red Lane field	£261.00
1403	BACS/2412 20/JDH	£343.20	225/14	18/12/20	JDH Business Services Ltd - Interim Internal Audit Fee - 2020/21	£343.20
1404	BACS/2412 20/CVS	£75.00	225/9	18/12/20	CVS Cheshire East - Annual Membership fee	£75.00
1405	BACS/2412 20/FARLEY	£720.00	600/3	18/12/20	Dave Farley Electrical Ltd - Christmas Tree lights installation.	£720.00
1406	BACS/2412 20/STEPH ENS	£66.45	400/9	18/12/20	Stephensons - Cleaning supplies	£66.45
1407	BACS/2412 20/WAW	£70.00	285	18/12/20	Walkers Are Welcome Towns Network - Annual subscription 2021	£70.00
1408	BACS/2412 20/TUNNIC L	£579.81		18/12/20	Tunnidiffe Labels & Signs Ltd - Christmas banner, Selfie wall, big Christmas presents	£579.81
1		£55.63	600/3		Happy Christmas banner	
2		£114.00	600/3		Selfie wall poster	
3		£410.18	600/3		Planter and bin Christmas coverings	
1409	BACS/0201 21/SHIRES	£57.02	220/5	18/12/20	Shires Pay Services Ltd - Payroll services - December 2020	£57.02
1410	BACS/2412 20/AWARD	£23.00	225/18	18/12/20	Award Cleaning Services - Window Cleaning	£23.00
1411	BACS/2412 20/SES	£108.00	400/3	18/12/20	Stockport Electrical Services Ltd - Annual PAT testing - 45 items	£108.00

Signature

Signature

Date

# Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/20

### APPENDIX .A. (1)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1412	BACS/2412 20/KINGS	£600.00	225/16	18/12/20	Kings Chambers - Professional Services - Advice Note re CEC Local Plan SADPD	£600.00
1413	BACS/2412 20/LEXIS	£119.99	225/12	18/12/20	LexisNexis - Local Council Administration Book	£119.99
1414	BACS/2412 20/COUNT RY	£192.00	280/2	18/12/20	Country Solutions - Treatment for rat infestation at Arnold Rhodes	£192.00
1415	BACS/2412 20/STAYL OR	£19.19		18/12/20	Steven Taylor - Batteries and grommets	£19.19
1		£8.40	400/3		Batteries for sanitiser	
2		£10.79	600/3		Grommets for bin and planter surrounds	
1416	BACS/2412 20/GTIMLI N	£900.00	400/3	18/12/20	G. Timlin Roofing Limited - Repairs to Community Centre guttering and Velux window	£900.00
1417	BACS/2412 20/SENIOR	£4.66	280/2	18/12/20	Senior (Building Supplies) Ltd - Limestone chippings for Arnold Rhodes entrance	£4.66
1418	DD/141220 /SIEMENS	£147.33	225/5	18/12/20	Siemens Financial Services - Photocopier lease/rental - Sept, Oct, Nov 2020	£147.33
1419	DD/141220 /ALLSTAR	£55.86	310/1	14/12/20	Allstar - Council van fuel + Admin fee	£55.86
1420	DD/091220 /OPUS	£226.34	400/6	09/12/20	Opus Energy Ltd - Community Centre electricity - 21/10/2020 to 21/11/2020	£226.34
		£9,234.58			Salaries & Wages	
<b>Total</b>		£14,000.52				

Signature

Signature

Date



## Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/20

## APPENDIX A. (2)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1421	BACS/1501 21/RHOLLA ND	£70.40		06/01/21	Richard Holland - Councillor emails, website hosting, Xmas goody bags	£70.40
1		£21.00	225/6		Councillor emails - 24/11/2020 to 23/12/2020	
2		£14.95	225/17		Website hosting - 25/12/2020 to 25/01/2021	
3		£34.45	600/3		Goody bags for Xmas Selfie Wall	
1422	BACS/1501 21/DSWES T	£48.00	300/8	06/01/21	D S West Motors - Community Bus Safety Inspection	£48.00
1423	BACS/1501 21/HRICHA RD	£86.00	600/4	06/01/21	Helen Richards - Refreshments for Community Coffee Mornings	£86.00
1424	BACS/1501 21/SLCC	£262.00	225/9	06/01/21	SLCC - Annual Membership Fee	£262.00
1425	BACS/1501 21/STAYLO R	£35.87	260	06/01/21	Steven Taylor - Padlock for SID unit and brackets for Best Kept Village plaque	£35.87
1426	BACS/1501 21/TOMLIN SO	£78.14		06/01/21	A H Tomlinson Parbans Ltd - Bulbs, fixings for village Xmas decorations, pipe insulation, board and fixings for Best Kept Village plaque	£78.14
1		£5.88	400/3		Light bulbs	
2		£30.52	600/3		Fixings for village Christmas decorations	
3		£4.58	240		Allotment standpipe insulation	
4		£37.16	260		Board and fixings for Best Kept Village plaque	
1427	BACS/1501 21/MARTH ALL	£655.50	260	06/01/21	Marshall Tree Products - Timber and gate for Red Lane field fencing repairs	£655.50
1428	BACS/1501 21/FARLEY	£360.00	600/3	06/01/21	Dave Farley Electrical Ltd - Christmas Tree lights removal and disposal of trees	£360.00
1429	BACS/1501 21/PATTIS ON	£159.74		06/01/21	Cllr. J. Pattison - Hire of electric barrow and Xmas Nativity scene materials	£159.74
1		£66.00	260		Hire of electric barrow for Red Lane mud clearance	
2		£93.74	600/3		Timber for Xmas Nativity scene display	
1430	DD/141220/ BT-1	£60.12	225/2	14/12/20	British Telecommunications Plc - Telephone services 01663 762726 - November, December 2020, January 2021	£60.12
1431	DD/211220/ SWALEC	£80.30	230/1	21/12/20	SSE Swalec - Electricity - Parish Streetlighting - 03/11/2020 to 01/12/2020	£80.30
1432	DD/211220/ CNG	£120.25	400/5	21/12/20	CNG Limited - Community Centre gas charges - November 2020	£120.25
1433	DD/211220/ BIFFA	£130.86	400/10	21/12/20	Biffa Waste Services Ltd - Trade waste and recycling - 21/11/2020 to 25/12/2020	£130.86

Signature

Signature

Date

Disley Parish Council

Expenditure transactions - approval list

Start of year 01/04/20

APPENDIX .A. (2)

Tn no	Cheque	Gross Heading	Invoice date	Details	Cheque Total
Total		£2,147.18			

Signature \_\_\_\_\_  
Date \_\_\_\_\_

Signature \_\_\_\_\_



# Financial Statement - Cashbook

Statement between 01/04/20 and 31/12/20 inclusive.

Balances at the start of the year

## Ordinary Accounts

Current A/C + High Int. A/C	£19,663.55
Petty Cash	£200.00

## Short Term Investment Accounts

Nationwide Business Instant Saver	£85,000.02
The Cambridge Building Society	£68,000.00

## Long Term Investment Accounts

Cambridge & Counties Bank	£41,367.77
<b>Total</b>	<b>£214,231.34</b>

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
110 Precept	155,272.00	0.00	155,272.00
120 VAT reclaimed	5,254.82	0.00	5,254.82
125 Grant Awards	11,500.00	0.00	11,500.00
130 Rental Income	5,451.48	0.00	5,451.48
135 Petty Cash Replenishment	0.00	0.00	0.00
140 RESERVE - Community Transport	294.65	0.00	294.65
150 Other Income	948.49	204.66	1,153.15
190 Bank Interest	30.65	0.00	30.65
191 Investment Account Interest	80.69	0.00	80.69
192 Long-term Investments Interest	0.00	0.00	0.00
193 Nationwide BS Transfer	0.00	0.00	0.00
200 Community Centre	4,147.28	0.00	4,147.28
Council Total	182,980.06	204.66	183,184.72
<b>Total Receipts</b>	<b>182,980.06</b>	<b>204.66</b>	<b>183,184.72</b>

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
215 Salaries Inc Pensions	63,086.32	0.00	63,086.32
220 Staffing Expenses	1,173.61	253.49	1,427.10
225 General Administration	9,314.11	779.77	10,093.88
230 Street Lighting	1,985.06	261.11	2,246.17
240 Allotments	210.10	8.55	218.65
260 Parish Maintenance	1,015.41	120.06	1,135.47
261 Winter Gritting Provision	0.00	0.00	0.00
265 Church Grounds Maintenance	0.00	0.00	0.00
270 Land Administration	1,717.50	343.50	2,061.00
280 Playground Upkeep	1,080.44	148.21	1,228.65
281 Play Area & Playing Fields Capital Expenditure	0.00	0.00	0.00
282 RESERVE - Newtown Improvements	750.00	150.00	900.00
285 Tourism	70.00	0.00	70.00
290 RESERVE - Community Grants	1,238.76	0.00	1,238.76
300 RESERVE - Community Transport	1,967.42	171.59	2,139.01
310 Handyman Vehicle	1,021.24	98.18	1,119.42
400 Community Centre	5,836.38	763.00	6,599.38

# Financial Statement - Cashbook

Statement between 01/04/20 and 31/12/20 inclusive.

401 Caretaker Salary	7,626.42	0.00	7,626.42
405 RESERVE - Community Centre Capital Exp.	405.00	81.00	486.00
406 RESERVE - Ginnel improvements	0.00	0.00	0.00
407 RESERVE - Newtown Capital Expenditure	0.00	0.00	0.00
410 RESERVE - Community Transport - Capital expenditure	0.00	0.00	0.00
415 RESERVE - Handyman Vehicle capital expenditure	0.00	0.00	0.00
420 Bank Charges	0.00	0.00	0.00
500 Hanging Baskets	4,450.00	890.00	5,340.00
600 Village Events	3,960.48	727.70	4,688.18
660 CCTV Contribution	3,799.90	759.98	4,559.88
670 RESERVE - Neighbourhood Plan	0.00	0.00	0.00
Council Total	110,708.15	5,556.14	116,264.29
Total Payments	110,708.15	5,556.14	116,264.29

Closing Balances

## Ordinary Accounts

Current A/C + High Int. A/C	£86,583.98
Petty Cash	£200.00

## Short Term Investment Accounts

Nationwide Business Instant Saver	£85,000.02
The Cambridge Building Society	£68,000.00

## Long Term Investment Accounts

Cambridge & Counties Bank	£41,367.77
Total	£281,151.77

**Not all the accounts have been reconciled exactly to the end date on this statement.**

Reserve Balances	
Footpath CC-Market Street	£20,000.00
Community Centre Development	£16,924.63
Community Transport - Ops Fund	£2,459.21
Allotment Deposits	£524.35
Community Grants	£1,987.72
Working Balance Reserve	£38,818.00
Unallocated Capital Expenditure	£66,539.28
Election/Referendum Reserve	£2,000.00
Community Bus Depreciation	£9,000.00
Newtown Playing Fields	£3,500.00
Arnold Rhodes Playing Fields	£10,000.00
Reserves total	£171,753.19