



# DISLEY PARISH COUNCIL

**Richard Holland** *Disley Parish Clerk*

Tel: 01663 762726

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6<sup>th</sup> January 2022

Dear Councillor,

You are summoned to attend an **Ordinary Meeting** of Disley Parish Council on **Thursday 13<sup>th</sup> January 2022 at 7.00pm** at Disley Community Centre.

Yours sincerely,

Richard Holland  
Parish Clerk

## **Members of the public are welcome to attend.**

Disley Parish Council is adopting a cautious approach to the lifting of COVID-19 restrictions and as such precautions for the meeting will include social distancing, mandatory wearing of face coverings, hand sanitising and increased room ventilation. To adhere to these social distancing measures, a maximum of 5 (five) residents will be permitted to attend. All attendees must pre-book with the Clerk in advance using the contact details above.

Members of the public wishing to make a comment or ask a question at the meeting, can also email their comment or provide it in writing to the Parish Offices at Disley Community Centre. Comments or questions should be submitted by 5.00pm on the Tuesday prior to the meeting. 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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4	To receive the Chair's Report
5	To agree as a true and accurate record, the minutes of the Council Meeting held on 9 <sup>th</sup> December 2021.
6	To receive Cheshire East Councillors' Report
7	To receive and consider Appendix D - the Disley Parish Council Projects List.
8	<b>Community Centre and Environs Improvements</b> 8.1 To consider a quote for repainting the Community Hall walls and woodwork.
9	<b>Highways Maintenance and Improvements</b> 9.1 To note a Highways Group Update and Schedule. 9.2 To note a proposal for a disabled person's parking bay in Fountain Square. 9.3 To note a response to A6 highways drainage issues from Cheshire East Council.
10	<b>Leisure Facilities Improvements</b> 10.1 To receive an update on the Newtown Changing Rooms Project. 10.2 To receive a report on wildlife enhancement for Newtown Playing Fields.
11	To note a response from Cheshire East Council to Parish Council concerns over construction traffic for the Toddbrook Reservoir repair project.
12	To consider a consultation on the Cheshire East Council Draft Speed Management Strategy.
13	To note a government response to the petition "Legislate to enable Councillors to be disqualified or suspended for poor conduct."
14	To note a Government Statement on Council Tax referendum principles for town and parish councils.

Items highlighted in grey require a Council resolution.





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15	To consider an email from PRIDE regarding long-term funds for village planting.
16	To receive an update on the Thomas Ouffs Charity.
17	To note the minutes of the Poynton Area Community Partnership meeting held on 23 <sup>rd</sup> November 2021.
18	To note Meeting Notes from the AGM of High Lane Village Neighbourhood Forum on 4 <sup>th</sup> December 2021.
19	To re-approve the Disley Parish Council Cyber Security Policy.
20	To re-approve the Disley Parish Council General Privacy Policy
21	To receive an update on the Scout Hut lease.
22	To note Appendix C – Meetings and Events Schedule.
23	To consider Planning Applications as listed on Appendix. B.
24	To note Planning Decisions as listed on Appendix B.
25	To note payment of Accounts as listed on Appendix. A. (1)
26	To approve payment of Accounts as listed on Appendix. A. (2)
27	To receive the Quarter 3 Budget Statement and reconcile with the Financial Budget Comparison.
28	To consider proposed amendments to Disley Parish Council Specific Reserves.
29	To consider proposed amendments to Disley Parish Council Standing Orders and Financial Regulations.

**Items highlighted in grey require a Council resolution.**

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 9<sup>TH</sup> DECEMBER 2021 AT DISLEY COMMUNITY CENTRE**

<b><u>Present:</u></b>	Cllrs. Adams, Mrs Birchall, Mr. Birchall, Brownbill, Hutchins, Pattison and Windsor.  Start time: 7.05pm
2192	<b><u>To receive any Apologies for Absence.</u></b> None received.
2193	<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> None received.
2194	<b><u>Public Forum</u></b> Two residents addressed the meeting regarding the traffic during the 2-minutes silence at the recent Remembrance Sunday service at the War Memorial. The residents asked if the Police were able to offer traffic management to stop the traffic, what the cost of traffic management would be and what other budget items represented 1% of the Council's budget. The residents felt that they had been let down by the village and felt it was disrespectful that the silence had not been observed. Cllr. Pattison highlighted that the Police had withdrawn their services from all public events not just Remembrance Sunday. She added that the Police do not offer traffic management services and that local officers had only informed the Parish Council that they could not stop the traffic very near to Remembrance Sunday. Cllr. Adams suggested that Item 2199, <b><i>to consider a proposed Parish Council statement regarding Remembrance Sunday traffic management arrangements</i></b> , be brought forward as it may help to answer the residents' enquiries.
2195	<b><i>To move forward Item 2199, to consider a proposed Parish Council statement regarding Remembrance Sunday traffic management arrangements, on the agenda.</i></b> <b>Proposed:</b> Cllr. Brownbill <b>Seconded:</b> Cllr. Windsor <b>Unanimously agreed</b>
<b>Resolved</b>	<b><i>That Item 2199, to consider a proposed Parish Council statement regarding Remembrance Sunday traffic management arrangements, is brought forward on the agenda.</i></b>
2199	<b><u>Village Events</u></b> <b><u>To consider a proposed Parish Council statement regarding Remembrance Sunday traffic management arrangements</u></b> Cllr. Adams suggested that the first stage was for the Parish Council to write to the Police and Crime Commissioner requesting clarification on the original decision why the Police were no longer stopping the traffic.

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



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 9<sup>TH</sup> DECEMBER 2021 AT DISLEY COMMUNITY CENTRE**

	<p>The PCC would also be asked to review the decision and be made aware of the safety concerns surrounding attendees being close to the road. Cllr Adams said the next step would be to contact Cheshire East Council as traffic management at events was their responsibility. Finally quotes would be sought from traffic management companies for the cost of closing the roads for the 2-minutes silence. Cllr. Adams requested the Village Events Project Team to review Remembrance arrangements including the PA system, the safety of the wreath-bearers and attendee safety. The Clerk was asked to make a provision of £2,000 in the 2022/23 budget for Remembrance Sunday. The proposed statement was agreed, and the Clerk was asked to post it on the Council's website.</p> <p><b>Proposed:</b> Cllr. Windsor  <b>Seconded:</b> Cllr. Mrs Birchall          Unanimously agreed</p>
<b>Resolved</b>	<b><i>That the proposed Parish Council statement regarding Remembrance Sunday traffic management arrangements is accepted.</i></b>
2196	<p><b><u>To receive the Chair's Report</u></b></p> <p>Cllr. Adams reported the success of the Christmas Extravaganza and thanked everyone involved for their help. She specifically thanked High Lane Garage for their sponsorship and reported that the traders had appeared busy on the night.</p> <p>Cllr. Adams reported that the new crash barriers in front of the Community Centre wall were due to be fitted on w/c 13<sup>th</sup> December. Cllr. Adams highlighted a Cheshire East Local Plan consultation specifically relating to Jodrell Bank. The deadline was 12<sup>th</sup> January 2022, should Councillors wish to respond individually.</p> <p>Cllr. Adams reported that there had been more positive feedback from the Cheshire East Healthwatch bus visit, particularly for Good Neighbours and the Community Bus.</p> <p>Cllr. Adams reported that the Inspector had not yet completed his report on the Cheshire East Local Plan following the SADPD hearing.</p> <p>Cllr. Adams highlighted that a review of the Parish Council's Strategy Document was overdue. A date of Tuesday 1<sup>st</sup> February 2022, from 2.00pm to 4.00pm was agreed. The meeting to be held via MS Teams.</p>
2197	<p><b><u>To agree as a true and accurate record, the minutes of the Council Meeting held on 11<sup>th</sup> November 2021.</u></b></p> <p>Cllr. Windsor highlighted that Item 2166 should refer to Footpath 15. The Clerk was requested to amend this.</p> <p><b>Proposed:</b> Cllr. Pattison  <b>Seconded:</b> Cllr. Brownbill          Unanimously agreed</p>
<b>Resolved</b>	<b><i>That the minutes of the Council Meeting held on 11<sup>th</sup> November 2021 are a true and accurate record.</i></b>

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



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
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2198	<p><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.</p>
2199	<p><b><u>To receive and consider Appendix D - the Disley Parish Council Projects List and associated reports.</u></b> <b><u>Air Quality and Environmental Improvements</u></b> <b><u>To note the minutes of the Air Quality and Environmental Improvements Project Meeting held on 25<sup>th</sup> November 2021.</u></b> Cllr. Adams thanked Angela Gallagher for producing such excellent minutes. Cllr. Mr Birchall reported that the Greater Manchester Clean Air Zone cameras were now in place.</p> <p align="right"><b>Noted</b></p>
	<p><b><u>To consider the focus and makeup of the Air Quality &amp; Environmental Improvements Project Team.</u></b> Cllr. Adams raised the issue that the Air Quality &amp; Environmental Improvements Project Team remit appeared to have changed. Cllr. Pattison suggested that the Project Team could be divided to focus on air quality and Parish Council environmental initiatives separately. Councillors discussed the possibilities in detail. It was decided to defer a decision until after the Parish Strategy meeting in February 2022.</p> <p align="right"><b>Deferred</b></p>
	<p><b><u>Community Centre and Environs Improvements</u></b> <b><u>To consider capital expenditure proposals for the Community Centre and Environs.</u></b> Cllr. Pattison provided a summary of the history of the ginnel project and highlighted the need to engage with Cheshire East Council to ensure that responsibility for the ginnel lies with them. All three items were approved as reported. <b>Proposed:</b> Cllr. Pattison <b>Seconded:</b> Cllr. Mrs Birchall Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the Parish Council approves the expenditure of a maximum of £20,000 to resurface the ginnel and install new handrails, on the proviso that Cheshire East agree to continue to own and maintain the path and that DPC would not incur any responsibility following completion of the works. That the Parish Council approves the expenditure of a maximum of £2,000 to install crash barriers in front of the new fencing in Community Centre car park. That the Parish Council approves the expenditure of a maximum of £3,500 to tarmac the front flower bed at Disley Community Centre.</i></b></p>

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

	<p><b><u>Highways Maintenance and Improvements</u></b>  <b><u>To note road safety proposals received from Cheshire East Council for the railway bridge area of Redhouse Lane.</u></b>  Cllr. Pattison provided an overview of the proposals and said that she was waiting for clarification that resurfacing work was to be included. She also reported that no dates had been received for the work to start.  <p align="right"><b>Noted</b></p> </p>
	<p><b><u>To note Cheshire East assessment criteria for carriageway repairs.</u></b>  Cllr. Brownbill provided an overview of the methodology.  <p align="right"><b>Noted</b></p> </p>
	<p><b><u>Leisure Facilities Improvements</u></b>  <b><u>To receive an update on the Newtown Changing Rooms Project.</u></b>  Cllr. Pattison reported that ANSA had reported that the project was complete. A Parish Council surveyor was due to validate the works had been completed to specification.  <p align="right"><b>Received</b></p> </p>
	<p><b><u>To receive an update on the resurfacing of Newtown Play Area.</u></b>  Cllr. Pattison reported that the fenceposts around the play area were rotten meaning that the proposed chipping surfacing was not possible. It had been agreed to take the fencing out, put a safety fence and gate near the car park, dig out and reseed the play area and install safety matting around the equipment. A quote has been requested for this and it would then revert to Council for approval.  <p align="right"><b>Received</b></p> </p>
2200	<p><b><u>To consider a draft response to the Cheshire Fire Authority consultation on its 2022-2023 Draft Annual Action Plan</u></b>  Cllr. Brownbill outlined the proposed response.  <b>Proposed:</b> Cllr. Mrs Birchall  <b>Seconded:</b> Cllr. Hutchins  Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the draft response to the Cheshire Fire Authority consultation on its 2022-2023 Draft Annual Action Plan is approved.</i></b></p>
2201	<p><b><u>To note a response from Disley Parish Council to the Toddbrook Reservoir repairs planning application.</u></b>  <p align="right"><b>Noted</b></p> </p>
2202	<p><b><u>To consider a consultation on the Cheshire East Council Taxi Policy</u></b>  Cllr. Brownbill highlighted that Disley is not well served by taxis and agreed to raise this point on behalf of the Parish Council in response to the consultation.</p>

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



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 9<sup>TH</sup> DECEMBER 2021 AT DISLEY COMMUNITY CENTRE**

	<b>Proposed:</b> Cllr. Mrs Birchall <b>Seconded:</b> Cllr. Mr Birchall Unanimously agreed
<b>Resolved</b>	<b><i>That Cllr. Brownbill would respond on behalf of the Parish Council highlighting the lack of taxi provision in Disley and Newtown</i></b>
2203	<b><u>To consider a consultation on the Cheshire East Local Plan Final Draft Housing Supplementary Planning Document (Final Draft Housing SPD).</u></b> Cllr. Pattison outlined that the document included housing mix and affordable housing etc which were central to the Disley and Newtown Neighbourhood Plan. She agreed to respond on behalf of the Parish Council and relate back to the Neighbourhood Plan. <b>Proposed:</b> Cllr. Adams <b>Seconded:</b> Cllr. Brownbill Unanimously agreed
<b>Resolved</b>	<b><i>That Cllr. Pattison would respond on behalf of the Parish Council relating the document back to the Disley and Newtown Neighbourhood Plan.</i></b>
2204	<b><u>To consider a consultation on the Cheshire East balanced budget 2022-26.</u></b> Cllr. Mrs Birchall agreed to review the budget and respond on behalf of the Parish Council, if necessary. The Clerk was asked to include in the next eBulletin for residents. <b>Proposed:</b> Cllr. Adams <b>Seconded:</b> Cllr. Brownbill Unanimously agreed
<b>Resolved</b>	<b><i>That Cllr. Mrs Birchall would review the budget and respond on behalf of the Parish Council, if necessary.</i></b>
2205	<b><u>To consider a consultation on the Marple Neighbourhood Forum Neighbourhood Plan</u></b> Cllr. Mr Birchall suggested that the Parish Council should wait until the SMBC Local Plan is put out to consultation prior to 2023. Councillors agreed that the Parish Council had no comments on the Marple Neighbourhood Forum Neighbourhood Plan at this stage. <b>Proposed:</b> Cllr. Mr Birchall <b>Seconded:</b> Cllr. Mrs Birchall Unanimously agreed
<b>Resolved</b>	<b><i>That the Parish Council had no comments on the Marple Neighbourhood Forum Neighbourhood Plan at this stage.</i></b>
2206	<b><u>To receive an update on the Thomas Ouffs Charity including feedback from the Parish Council's auditor.</u></b> Cllr. Pattison reported that she had not yet received a response from the Charities Commission and confirmed that she had asked if it was possible

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



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	to transfer the asset to the Parish Council. The Clerk reported that administering the charity as sole trustee should not be too onerous. Councillors agreed that the Council would need to consider if it wanted to take on the land asset for environmental reasons. <div align="right"><b>Received</b></div>
2207	<u>To note a response from Disley Parish Council to the Cheshire East consultation on Public Footpath No.15.</u> <div align="right"><b>Noted</b></div>
2208	<u>To formally approve a Community Grant application received from the Friends of Dane Hill Close Park.</u> Cllr. Adams reported that the Friends of Dane Hill Close Park had reached their funding target. <b>Proposed:</b> Cllr. Windsor <b>Seconded:</b> Cllr. Mrs Birchall Unanimously agreed
<b>Resolved</b>	<b><i>That Community Grant application received from the Friends of Dane Hill Close Park is formally approved.</i></b>
2209	<u>To receive a report on the Parish Council allotment inspection conducted on 9<sup>th</sup> November 2021.</u> Cllr. Hutchins reported that there had been no major issues at Greystones and Cllr. Windsor reported that quite a few plots were being given up. <div align="right"><b>Received</b></div>
2210	<u>To receive an update from Parish Council representatives of the High Peak and Hope Valley Community Rail Partnership and Friends of Disley Station.</u> Cllr. Mr Birchall reported that the murals had been fitted in the waiting rooms and that Disley Station had been nominated for a Cheshire Best Kept Station award. Cllr. Windsor provided an overview of FODS activities and announced an event on 14 <sup>th</sup> December to celebrate FODS' achievements to date. <div align="right"><b>Received</b></div>
2211	<u>To note a Quarterly Update received from Cheshire East CCTV Services.</u> <div align="right"><b>Noted</b></div>
2212	<u>To receive an update on the Scout Hut lease.</u> Cllr. Pattison reported that she was still waiting for the Scout Association response. <div align="right"><b>Received</b></div>

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

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2213	<b><u>To note Appendix C – Meetings and Events Schedule.</u></b>			<b>Noted</b>
2214	<b><u>To consider Planning Applications as listed on Appendix. B.</u></b>			
	<b>21/5772M</b>	Side extension over existing garage 16 Dysteleg Road, Disley SK12 2BQ		
	<b>Comments</b>	Disley Parish Council has no objection to this application.		
	<b>21/5793M</b>	Single storey rear extension 9 Royal Road, Disley SK12 2BS		
	<b>Comments</b>	Disley Parish Council has no objection to this application.		
	<b>21/4183M</b>	Proposed new stable block, associated yard area and 40m x 20m manege Woodend Fold Barn, Strines Road, Disley SK6 7GW		
	<b>Comments</b>	Disley Parish Council has no objection to this application.		
	<b>21/5980M</b>	Two storey side extension with loft accommodation 25 Oak Bank, Disley SK12 2RB		
	<b>Comments</b>	Disley Parish Council has no objection to this application.		
	<b>21/6029M</b>	Proposed demolition of garage and new double storey side extension 11 Peveril Gardens, Disley SK12 2RG		
	<b>Comments</b>	Disley Parish Council has no objection to this application.		
	<b>Proposed:</b> Cllr. Adams			
	<b>Seconded:</b> Cllr. Brownbill			
	Unanimously agreed			
<b>Resolved</b>	<b><i>That the Planning Applications as listed on Appendix. B. are approved</i></b>			
2215	<b><u>To note Planning Decisions as listed on Appendix B.</u></b>			<b>Noted</b>
2216	<b><u>To note payment of Accounts as listed on Appendix. A. (1)</u></b>			
	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>	<b>Amount</b>
	1728	BACS/261121 /PATTISON	Cllr. J. Pattison - Reimbursement of Land Registry searches relating to the Ginnel	£18.00
	1729	BACS/261121 /DISLPCC	Disley PCC - Distribution of Disley News - Winter 2021	£200.00
	1730	BACS/261121 /WEST	D S West Motors - Community bus safety inspection	£48.00
	1731	BACS/261121 /AWARD	Award Cleaning Services - Community Centre window cleaning	£23.00

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



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
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	1732	BACS/261122 /HRICHARD	Helen Richards - Christmas balloons and Disley News postage	£60.80
	1733	BACS/261121 /METHODIS	Disley Methodist Church - Refund of Coffee Morning hire charge	£45.00
	1734	BACS/261121 /TUNNICLI	Tunncliffe Signs & Graphics Ltd - Selfie wall banner	£124.26
	1735	BACS/261121 /OUFFS	Cllr. J. Pattison - Community grant for Thomas Ouff Charity insurance - Minute Ref: 2175	£218.00
	1736	BACS/261121 /PRINTAPP	Print Approved - Design and print of Disley News Winter 2021	£985.50
	1737	BACS/261121 /STOCKELE	Stockport Electrical Services Ltd - Supply and install 3 x new LED streetlights - DP12, DP13, DP15	£1,368.08
	1738	BACS/261121 /SHIRES	Shires Pay Services Ltd - Payroll services - November 2021	£57.02
	1739	BACS/261121 /SADAMS	Cllr. Sue Adams - Reimbursement of Civic Sunday catering costs	£400.00
	1740	BACS/261121 /PPLPRS	PPL PRS Limited - PRS/PPL Royalty license - 30/11/2020 to 29/11/2021	£77.80
	1741	BACS/261121 /RHOLLAND	Richard Holland - Timber edge trim for Overdale Road planting	£36.00
	1742	BACS/261121 /ARENA	Arena Group Limited - Photocopier costs	£52.68
	1743	DD/121121/A LLSTAR	Allstar - Community bus fuel	£69.02
	1744	DD/091121/O PUS	Opus Energy Ltd - Community Centre Electricity - 24/09/2021 to 24/10/2021	£408.10
				<b>£4,191.26 Noted</b>
2217	<b><u>To formally approve the appointment of Avantigas on a short-term contract to supply Community Centre gas.</u></b> <b>Proposed:</b> Cllr. Pattison <b>Seconded:</b> Cllr. Mrs Birchall Unanimously agreed			
<b>Resolved</b>	<b><i>That the appointment of Avantigas on a short-term contract to supply Community Centre gas is approved.</i></b>			

The meeting concluded at 9.05pm

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

PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS	UPDATES
Air Quality and Environmental Improvements	To reduce the impact of the Council's activities on the environment, encourage environmental awareness in the village and improve village air quality.	Cllr. Steve Birchall	Cllr. Sue Adams Cllr. Dominic Hutchins Cllr. Jackie Pattison Parish Clerk	<b>30/11/2021 - Cllr. Mr Birchall - Meeting held on 25th November. Minutes and action points now available.</b> <b>03/11/2021 - Cllr. Mr Birchall - Minutes of the Air Quality group meeting on 9th October are now available and the next meeting has been set for 25th November 2021.</b> <b>04/10/2021 - Cllr. Mr Birchall - No update until meeting on 7th October.</b> <b>02/09/2021 - Cllr. Mr Birchall - Meeting to be held 7th October. Talks with one of the churches proved fruitless, still waiting reply from Northern/Network Rail. Becoming more frustrated with CEC, climate</b> <b>31/12/2021 - Cllr. Mrs Birchall - Hall cupboard painting work has been completed but problems have been identified with the external work on crash barrier provision. This along with the work on the ginnel resurfacing will ultimately need to be resolved with/by CEC.</b> <b>30/11/2021 - Cllr. Mrs Birchall - Community Centre wall damage work due to complete 30/11/2021. Proposals for ginnel, crash barriers and tarmacking outside Community Centre to be discussed at December Council Meeting.</b> <b>05/01/2022 - Cllr. Adams - Full programme of trips continues. Replacement key for lost one has been sourced.</b> <b>30/11/2021 - Cllr. Adams - Bus trips programme very popular. Capacity restricted to 8 passengers apart from weekly shopper</b> <b>02/11/2021 - Cllr. Adams - Good programme of trips for November/December proving popular</b> <b>05/10/2021 - Cllr. Adams - Programme of trips for November/December being prepared. Weekly shopper now takes up to 12 passengers.</b> <b>02/01/2022 - Cllr. Brownbill - Report submitted to Council meeting on 13th Jan following project meeting on 6th December.</b> <b>30/11/2021 - Cllr. Brownbill - Next project team meeting is Monday 6th, to update both the highways schedule and next steps. Cllr Murphy expected to be in attendance.</b> <b>02/11/2021 - Cllr. Brownbill - No further progress.</b> <b>04/10/2021 - Cllr. Brownbill - Cllrs Brownbill and Pattison met with Craig Browne on 27.09.21. Meeting notes and updated schedule attached to</b> <b>05/01/2022 - Cllr. Pattison - DPC has appointed a building surveyor to carry out an independent report of Newtown Project. Report expected mid-January and then hope to progress to handover of the changing room to DPC asap. Dane Hill Close Play Park crowdfunding has been successful and completed. The Friends of group have a meeting with CEC - Cllr Adams is attending. Replacement timber trail at Arnold Rhodes is due to be installed early February.</b> <b>30/11/21 - Cllr. Pattison - Newtown changing rooms - Building Regs</b>
Community Centre and environs Improvements	To consider and implement potential improvements to the Community Centre, car park and ginnel.	Cllr. Cath Birchall	Cllr. Sue Adams Cllr. Jackie Pattison Parish Clerk	
Community Transport Scheme	To monitor on-going effectiveness of the Community Transport Scheme.	Cllr. Sue Adams	Cllr. Cath Birchall Cllr. Jean Windsor Parish Clerk Admin Assistant	
Highways Maintenance and Improvements	To improve village road conditions and reduce traffic volumes, speeds, anti-social driving and parking issues.	Cllr. Simon Brownbill	Cllr. Sue Adams Cllr. Jackie Pattison Cllr. Brendan Murphy	
Leisure Facilities Improvements	To improve the facilities and environment at Arnold Rhodes, Newtown and Bentside Playing Fields and consider new community-led initiatives.	Cllr. Jackie Pattison	Cllr. Sue Adams Cllr. Cath Birchall Cllr. Simon Brownbill Cllr. Dominic Hutchins	

ITEM 7



PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS	UPDATES
Streetscene	To improve the look and feel of Disley and Newtown village centres and residential areas.	Cllr. Jean Windsor	Cllr. Sue Adams Cllr. Simon Brownbill Cllr. Dominic Hutchins Village Rangers	29/12/2021 - Cllr. Windsor - No further update re Streetscene project. 30/11/2021 - Cllr. Windsor - A memorial plaque for Helen McCaldon will shortly be added to DPC bench at junction of Bentside Road/Buxton Old Road. DPC have delivered flexible log roll to Greystones Allotmenters via Tim Rogers for them to use at end of Overdale Road. Streetscene "to do" list to be updated and meeting scheduled early in the New Year so that the team can decide which area to look at next. 03/11/2021 - Cllr. Windsor - PRIDE have planted some winter bedding. 29/12/2021 - Parish Clerk - Successful Christmas Extravaganza held. Project meeting booked for 20th January to review Remembrance and Extravaganza and start plans for Queens Jubilee and Disley Showcase. 30/11/2021 - Parish Clerk - Remembrance Sunday road closure issues to be discussed at December Council meeting. Christmas Extravaganza plans all in hand including village decorations. 01/11/2021 - Parish Clerk - Team meeting held on 28th October. Final preparation for Remembrance Sunday and Christmas Extravaganza. Considered Covid safety of events. Discussed non-closure of A6 for
Village Events	To develop and monitor a broad range of Community Events.	Parish Clerk	Cllr. Cath Birchall Cllr. Jackie Pattison Cllr. Jean Windsor Admin Assistant	05/01/2022 - Cllr. Adams - Email sent to street coordinators/volunteers asking for their continued support. Also requested permission to add to our database of community volunteers. Good response so far. 30/11/2021 - Cllr. Adams - Stand Strong exercise programme (to improve balance and prevent falls) now available at Disley Community Centre. Positive feedback on Disley Community Bus and Good Neighbours from Healthwatch Cheshire. 02/11/2021 - Cllr. Adams - Cuppa an' a Chat continues to run 2 sessions. Aware of two people who are CEV who are happy to attend in current
Village Health & Well-being	To improve the village Health & Well-being through new initiatives such as social isolation reduction and to encourage community volunteering.	Cllr. Sue Adams	Cllr. Steve Birchall Cllr. Dominic Hutchins Cllr. Jean Windsor Parish Clerk	



J Haunton  
(m) 07771 423079  
(e) [janhaunton@btinternet.com](mailto:janhaunton@btinternet.com)

Mr R Holland  
Disley Parish Council  
Disley Community Centre  
Off Buxton Old Road  
Disley  
SK12 2BB

Date: 8 October 2021  
Reference: 21-014 [Disley Parish Council, decorating hall]

Dear Richard,

Thank you for your time yesterday afternoon. As promised, here is an estimate for decorating the main hall:

To prepare and prime woodwork (skirting, door frames and selected wooden doors); apply two top coats of satin/gloss to woodwork; prepare walls and apply two coats of trade emulsion: £1,000 plus materials. *+ ADDITIONAL £200 TO PAINT ROOF STRUTS.*

Material cost will depend on the colour and finish chosen; however, I would anticipate that materials should be no more than £150-£200. Note that no VAT is payable on this amount.

As we discussed the plan would be to undertake this work around Easter 2022 to fit with your programme of bookings for the hall.

Please get in touch if you wish to discuss any element of the work and in due course whether you would like to go ahead with it. I look forward to hearing from you.

Kind regards

*TOTAL = APPROX £1,400.*

Jan Haunton



Highways Group Update, following meeting 6<sup>th</sup> December 2021

1. On the 7<sup>th</sup> December, I requested a update from CEC Highways on the following planned works so that we can update fellow councillors and residents:
  - I. Re-surfacing work. We are expecting the following to be completed by 31<sup>st</sup> March 2022:
    - a. Buxton Old Road. This work has started but is incomplete. Can you advise when this work might be completed and if traffic management will be in place?
    - b. A6, the Crescent and outside Greenhill Walk. Again, do you know when this work might be completed and is there any plans for traffic management, we need to make residents aware of?
    - c. Red surfacing treatment on the junction crossings of the advisory cycle ways on the A6. As above please advise if we have a clearer view on timing and necessary traffic management.
  - II. Road markings. We remain very concerned about the erosion of roadmaking in the village centre and are receiving numerous complaints about this. These are no longer visible at the busy junction of Buxton Old Road and the A6. This junction did contain a filter lane and residents and councillors are concerned this will lead to collisions. We have already had reports of road rage incidents and near misses. You have told us that this will be looked at in 22/23. We would request this is brought forward as we feel it is currently a priority issue.

We requested that updates be given prior to our next Highways Group meeting on Wednesday 19<sup>th</sup> January 2022.

A number of residents have also raised these issues separately and they have been advised of the correspondence above.

No response as at 02.01.22

2. On the 20<sup>th</sup> December, I wrote to Cllr Murphy, formally requesting a speed assessment for the upper part of Buxton Old Road, utilising the CEC Highways budget made available to him to do this. If budget allows, we are keen to explore assessments for other arterial routes including Jacksons Edge, Red house Lane, and the A6.

No response as at 02.01.22

3. On 20<sup>th</sup> December, I wrote to SMBC Chief Executive and Head of Highways and Transportation requesting an update on the A6 Corridor Study that they are leading on.

Their response was immediate, the same day. They advised that it has taken longer than expected to commission the study but the consultants should be appointed early in the 2022. They confirmed that Disley Parish Council is recognised as one of the key stakeholders for this study.

4. From 13<sup>th</sup> to 16<sup>th</sup> December, I was in correspondence with a resident regarding the planned works on Red house lane, as discussed at the last council meeting. They raised concerns about proper consultation with Network Rail, and a variety of other issues on Red house Lane. On the former, I was able to advise that Network Rail had been involved in the plans. On the latter, I provided contact details for Cllr Murphy and Cllr Browne. I also invited the resident to write in to us as a Parish Council if they felt that we can help support them formally.

# CEC Highways issues identified by Parish Council Highways Group.

(Does not include minor works)

## Our Objectives:

- Keep an accurate and up to date log of highways issues (see below)
- Improve Parish Council Communications with Cheshire East Highways via our CEC councillor.
- Identify the relevant CEC staff at highways and make them aware of these issues.
- Hold regular meetings with highways to discuss.
- Support Cheshire East with their communications to residents on Highways issues.



Issue	Category	Location	Notes	Next Step
Three bollards on the A6 pavement built-out.	Mitigation	A6	Update requested by SB via email to Craig Browne.	DPC to monitor given we are not yet past deadline of 31.03.22
Road surface degradation on key routes owing to increase in traffic.	Road surface	A6, BOR, JER	Level 2 Paving on BOR is incomplete on lower stretch & A6 Greenhill walk & Crescent expected to be done this year too.	SB to chase per action below.
Gateway feature	Mitigation	A6	Expecting consultation on what this will be. Question value for money vs other Highways benefits.	DPC to monitor given we are not yet past deadline of 31.03.22
Disabled boys at Fountain Square	Parking	Fountain Square	Consultation via a Traffic Regulation Order now received for one space. Expected to be completed 21/22. More disabled bays needed.	To discuss at full council and action then.
Review of signage on the approach to Bailey (High Lane side only)	Signage	A6	See above re Gateway feature. This may be a more effective use of budget. Await consultation of the gateway feature and propose signage is considered.	DPC to monitor given we are not yet past deadline of 31.03.22
Red surfacing treatment on the junction crossings of the advisory cycle ways. Will this include Burn Green X roads. Will lines be re-installed?	Road surface/Cycle lanes	A6	Expected to be completed 21/22 - update required	SB to chase per action below.
Rat running	Speeding / Safety	BOR, JER, Redhouse Lane	A6 corridor study expected to be commissioned summer 2021. Expecting consultation. This has not happened. Update required. We also want to understand what happened to our request for 20mph zones on JER, BOR, Redhouse. Speed Management Consultation has just come out.	SB to write to SMBC Chief Exec for update. Include in speed management meeting per action below.
Redhouse Lane footway, re-surfacing, signage	Road surface/signage/pavement	Redhouse Lane	Plans now received, looks promising. Due by 31.03.22	Monitor progress.
Lyme Park Entrance	Pavements/Road surface	A6	Work with new property manager at Lyme and advise them to write to CEC about this matter.	Follow up with new manager when they start in January.
Proper, safe, cycling provision along the A6	Cycle lanes	A6	Awaiting consultation results of the Poynton and Disley Local Transport Delivery Plan. Overdue	SB to email consultation email to enquire when we might expect this.
Gully emptying throughout village	Flooding	Various.	CEC scheduled to do all of Disley in December 2021	DPC to monitor. Due in December. Review in January 22
Lyme Park bend 40mph	Speeding / Safety	A6	DPC and our local police team strongly feel this should be a 30mph zone. CEC disagree. Area shown to Craig Browne on his visit 23.09.21	Include in speed management meeting per action below.
Request for fixed, large Speed Indication Devices	Speeding / Safety	A6, JER, BOR	CEC Browne suggesting routes don't meet criteria, unless we can prove otherwise via a speed assessment.	SB to formally write to Brendan Murphy requesting a speed assessment on BOR, and include in speed management meeting per action below.
Redhouse Lane - traffic coming out of Arnold Road	Safety	Redhouse Lane	Resident email received and representations made about a larger mirror.	Enquiries being made to identify land owner.
Redhouse Lane - speeding	Speeding / Safety	Redhouse Lane	Conditions for 20mph zone?	Include in speed management meeting per action below.
Footway - junctions Edge.	Pavements	JER	Raised by Cllr Murphy. There is no safe footpath between JER and Carr Brow. Agreed.	SB to formally seek clarification if Cllr Murphy is proposing to use his budget to do this work.
Worn road markings - right filter lane coming down from Burton Old Road	Safety	BOR/Kam crossroads	Resident reported road rage incident after driver in right filter lane carried on up JER. Had to call 999 later in journey. GMP involved. Area shown to Craig Browne in meeting 22.09.21. We requested this be dealt with as a priority.	SB to chase per action below.
Parking - Market Street	Parking	Market street	Complaints residents blocking car parking spots, some permanently preventing passing trade	Evidence that enforcement have been in the village recently.
Mudhurst / Whalley Lane speed limits should be 20mph	Speeding / Safety	Mudhurst / Whalley Lane	Complaints National Speed limit is dangerous on these routes. Drivers struggle to slow down in time	Include in speed management meeting per action below.
Residents request for greenish lane crossing	Speeding / Safety	A6	Used by horse riders, pedestrians, cyclists who feel it is getting unsafe to cross	SB write in to Cllr Murphy to see if resident has been in contact and what next steps are.



Actions following meeting 06.12.21 1) SB to write up focussed email requesting updates on resurfacing works on Burton Old Road (incomplete), Crescent, road markings in village centre, and red surfacing for cycleways. 2) The next meeting 19.01.22 will focus on safer roads so that we can respond to the consultation and write a letter to the road safety partnership and John Dwyer.

**NOTICE OF PROPOSAL  
CHESHIRE EAST BOROUGH COUNCIL  
(FOUNTAIN SQUARE, DISLEY)  
(DISABLED PERSON'S PARKING PLACE)  
ORDER 2021**

Notice is hereby given that the Cheshire East Borough Council proposes to make an Order under Sections 32 and 35, and Part III and IV of Schedule 9 of the Road Traffic Regulation Act 1984, as amended, ("the 1984 Act") and all other enabling powers and in accordance with its duty under Section 122 of the 1984 Act.

1. The effect of the proposed Order will be to introduce a disabled person's parking place on the following lengths and side of road;

**Fountain Square, Disley (north west side)** – from a point 3 metres north east of its junction with Buxton Old Rd for a distance of 7 metres in a north easterly direction.

2. revoke any existing previous Orders which relate to the lengths of road detailed insofar as it conflicts with the proposed limitations of the Order.
3. A copy of the draft Order; map showing the restricted areas; a statement of reasons for making the Order and a copy of this public notice are available to view at [bit.ly/2RR0UkD](http://bit.ly/2RR0UkD) or if you do not have access to the internet, please contact 0300 123 5020 for further details or to request paper copies.
4. If you wish to object to the proposed Order, or to any provisions contained in it, or make any other representations, you may do so in writing, and if making an objection you must specify the grounds on which it is made, to Mr R Welch, Cheshire East Highways, Municipal Buildings, Earle Street, Crewe, CW1 2BJ or by email to [Consultations@cheshireeasthighways.org](mailto:Consultations@cheshireeasthighways.org) to be received by 6<sup>th</sup> January 2022.

**Director of Governance & Compliance  
Cheshire East Borough Council**

**9<sup>th</sup> December 2021**



**CHESHIRE EAST BOROUGH COUNCIL  
(FOUNTAIN SQUARE, DISLEY)  
(DISABLED PERSON'S PARKING PLACE)  
ORDER 2021**

**STATEMENT OF REASONS**

**Effect**

The effect of the proposed Order will be to introduce a disabled person's parking place on the following lengths and side of road;

**Fountain Square, Disley (north west side)** – Fountain Square, Disley (north west side)  
– from a point 3 metres north east of its junction with Buxton Old Rd for a distance of 7 metres in a north easterly direction.

**Reasons**

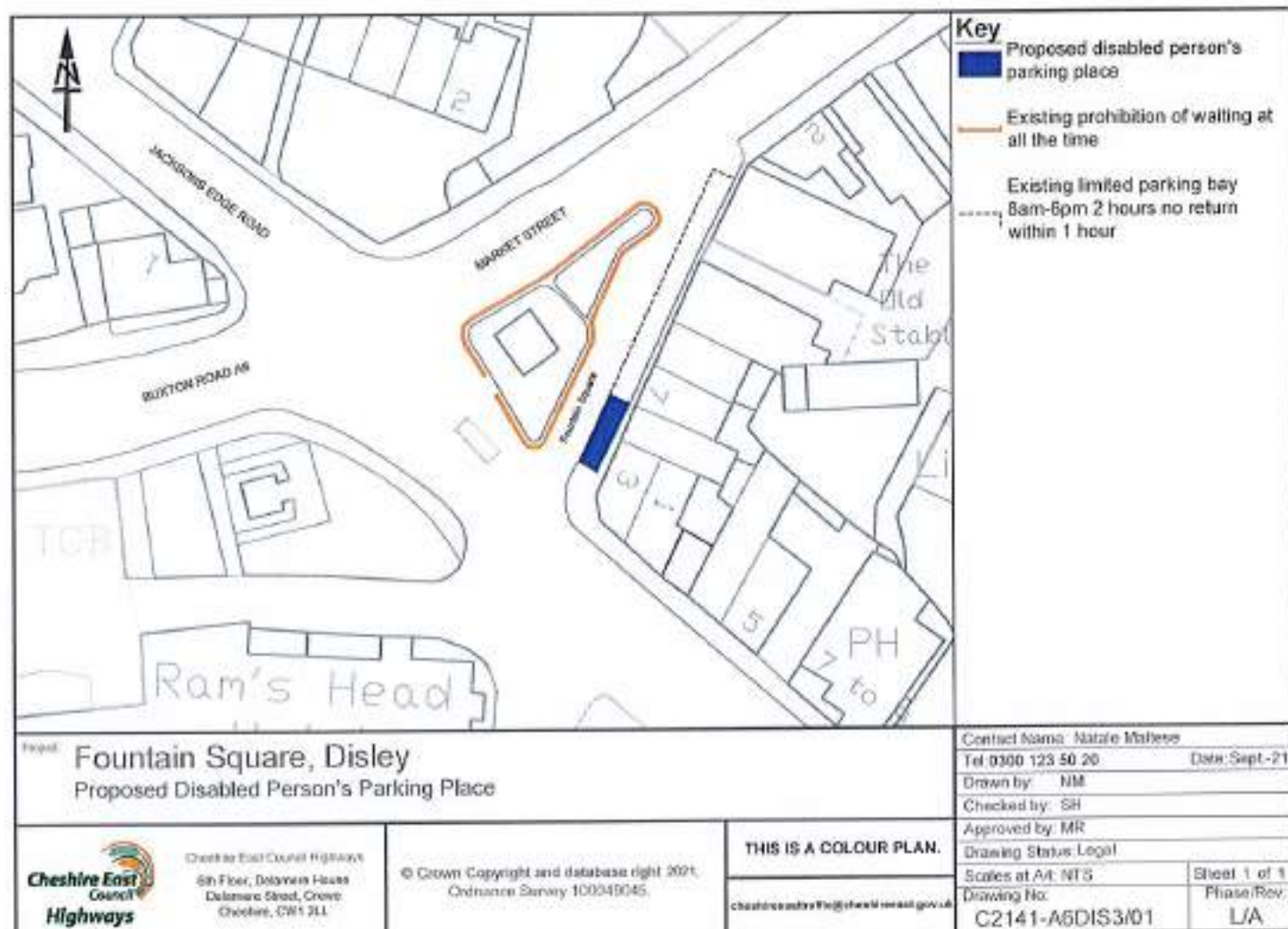
A request has been made by Disley Parish Council with the support of the local Cheshire East Ward Member for the introduction of a designated disabled persons only parking place on Fountain Square, Disley.

Due to the lack of parking in the vicinity of the pharmacy the Parish Council has request the removal of part of the existing prohibition of waiting at any time and the introduction of a designated disabled persons only parking place. The selected location will no obstruct the current traffic flow and will maintain the road width of a minimum of 3 metres wide.

The proposal is supported by the local Ward Member for Disley. The Police and Parking Services have been consulted and have no objections to the proposals.

In respect of section 122 of the 1984 Act the Authority is seeking to secure the expeditious, convenient and safe movement of traffic through the provision of waiting restrictions whilst also keeping the restrictions to a minimum to take into account its duty to provide suitable and adequate parking on street.

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*Working for a brighter future together*

Mr Richard Holland  
[clerk@disleyparishcouncil.org.uk](mailto:clerk@disleyparishcouncil.org.uk)

Westfields  
c/o Municipal Buildings  
Earle Street  
Crewe  
CW1 2BJ  
[www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)

Date: 20<sup>th</sup> December 2021

Our Reference: 14015845

Dear Mr Holland

**RE: A6 Disley highway drainage issues**

Thank you for your email dated 6<sup>th</sup> December 2021 which has been forwarded to us for a response by our Chief Executive, Lorraine O'Donnell.

Following high pressure jetting and gully emptying works undertaken in June 2021 the gullies and kerb drains in a westerly direction between Greenshall Lane and the Allotment Gardens were found to be working satisfactorily.

Two gullies on the east side of Greenshall Lane require a dig up investigation, which is set to be programmed for early 2022. This work may be recharged to Cadent Gas.

Senior Highways Officer, Andy Simpson would be happy to meet you on site to discuss this matter in more detail should you consider this to be beneficial. If you would like to arrange a site meeting please contact Mr Simpson on 07702220106.

We trust this information is of assistance.

Kind regards

**The Cheshire East Highways Team**

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## Newtown Playground Enhancement for Wildlife

Newtown Playground is situated south of the A6 in the village of Newtown, Cheshire. It comprises a mixture of amenity space, including a football pitch and play equipment, as well as more natural areas. Disley Parish council expressed an interest in improving the more natural areas for wildlife, which resulted in a site visit by Adam Linnet of Cheshire wildlife Trust on 10<sup>th</sup> November 2021. A walk over of the site was conducted, with species of note recorded. Disley Parish Council also put forward their own ideas, such as creating a trail around the site. The initial site survey and the ideas from Disley Parish Council have helped to inform this document.

### Proposed work on the site

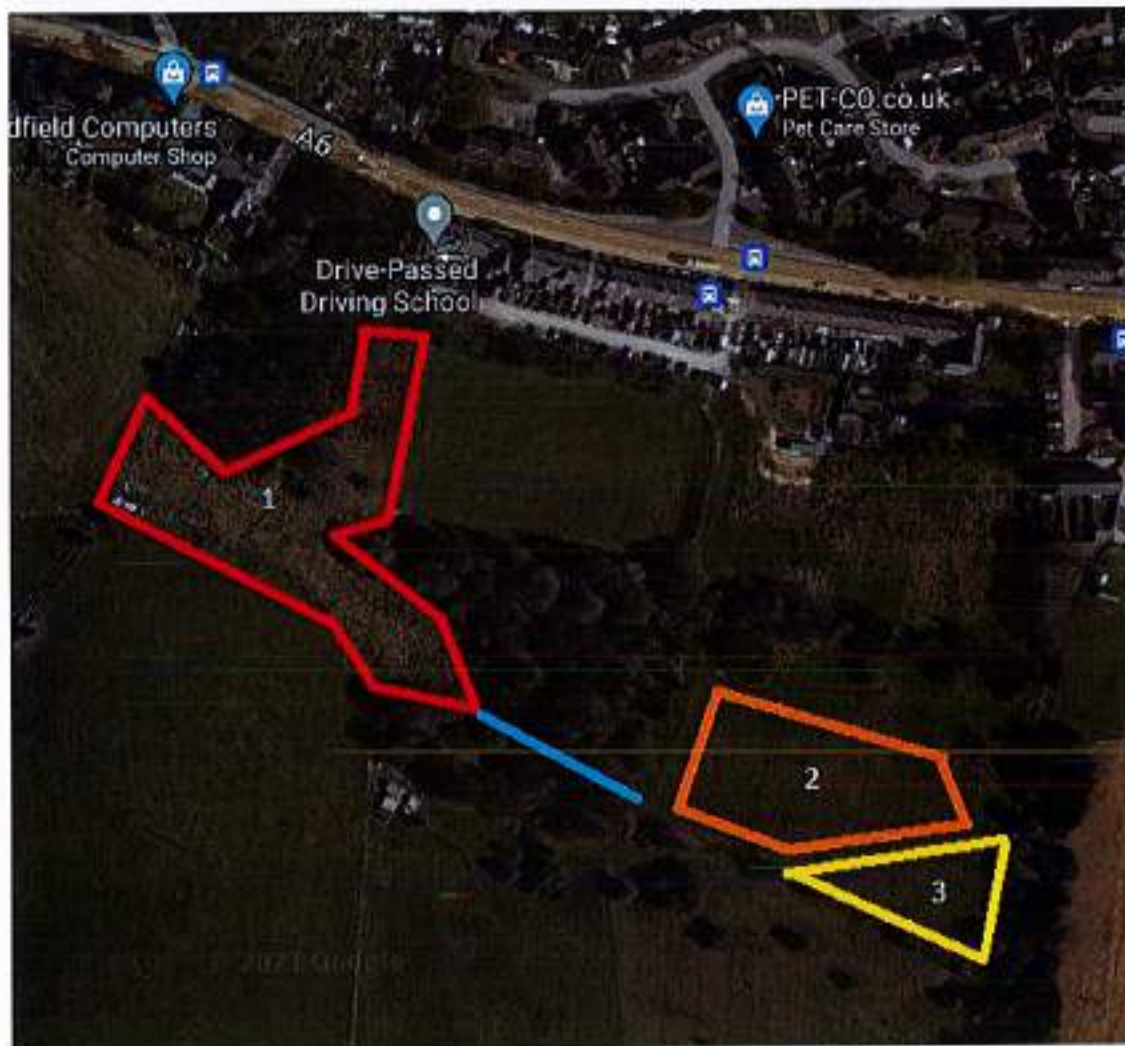


Figure 1. Aerial photo of the site, with features of interest defined into set areas (1-3).



### Area 1

The grassland within area 1 show signs of being species-rich, including species such as devil's-bit scabious, meadow vetchling, common bird's-foot trefoil, greater bird's-foot trefoil and common knapweed. However, lack of grazing or cutting is causing the grass to thatch over each year, resulting in a loss in both the number and diversity of wildflowers over time. It is proposed that this area is considered for restoration through the reintroduction of management. This could take one of two forms. Either an annual cut and remove with a tractor mounted mower in late August. Or, through the reintroduction of grazing in April-May and early September-early October. The site is quite wet in places, which might make vehicle access difficult, however, it might be that introducing livestock to the area could causes issues with other site users. This is something for Disley Parish Council to consider going forwards. Either option would see the grasslands restored to their former glory, helping to conserve what is a rare habitat across Cheshire.

### Area 2

This meadow is already cut just twice a year. To achieve the best outcomes for wildlife, these cuts would be best timed in early April and late July – August, with the cuttings removed both times. This cutting regime gives flowers chance to set their seeds, whilst removing the cuttings prevents enrichment of the site; which also helps the flowers to compete against the more vigorous grasses. A path should be maintained around the edge of the meadow, which shows signs of regular use by site users.

### Area 3

This area is proposed for tree planting with the local community being involved. There are a number of places where free trees can be secured, including <https://www.tcv.org.uk/communities/i-dig-trees/> I would suggest Disley Parich Council aim to include a mix of the following native species on this site: downy birch, silver birch, pedunculate oak, hazel, hawthorn, common alder, rowan, bird cherry, field maple, goat willow, grey willow, dog rose, dogwood, alder buckthorn, crab apple. In terms of the number of trees the area would require, divide the area in m<sup>2</sup> by 9 to work out the number of trees. For this area I estimate the following:

Total area = 582m<sup>2</sup>

582/9 = 65 trees

Trees should be spaced at 3m apart. Guards and bamboo canes can be used to protect the trees if it is thought damage is likely from livestock, rabbits or deer. However, the use of guards and canes in public spaces can lead to an increased chance of the trees being vandalised due to their increased visibility. Again, this is something for the Parish Council to consider.

### Boardwalk

The blue line on the map indicates the likely path of a proposed boardwalk that will create a nature trail around the park. This will require some tree work to be undertaken as well as

installation of the boardwalk by a professional contractor. Cheshire Wildlife Trust have previously used McEwan Contractors <http://www.mcewan-contractors.co.uk/index.html> to do both tree work and install boardwalk on our reserves and in school grounds. A tree safety inspection should also take place along this route, and the rest of the nature trail, on a regular basis in line with the Parish Council's tree safety policy.

### **Going forwards**

If Disley Parish Council wish to progress any of this work, or wish for Cheshire Wildlife Trust to be involved with any delivery, we do offer paid for services such as meadow reseeding with locally sourced seed and the coordination of community tree planting days. If any of the above needs clarification or the Parish Council needs any further advice, please contact Adam Linnet [alinnnet@cheshirewt.org.uk](mailto:alinnnet@cheshirewt.org.uk)





*Working for a brighter future together*

Disley Parish Council  
Disley Community Centre  
Off Buxton Old Rd, Disley,  
Stockport  
SK12 2BB

Place Directorate  
Cheshire East Council  
c/o Municipal Buildings  
Earle Street  
Crewe  
CW1 2BJ  
[www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)  
[Jayne.Traverse@Cheshireeast.gov.uk](mailto:Jayne.Traverse@Cheshireeast.gov.uk)

13 December 2021

Our Ref: Highways/DM/PH

Dear Sue

**Toddbrook Reservoir at Whaley Bridge, Derbyshire.**

Thank you for your letter dated 23 November 2021 regarding planning application HPK/2021/0607 at Toddbrook Reservoir, Whaley Bridge.

Highway planning colleagues have reviewed the application, noting that Derbyshire County Council (Highways) have been involved in discussions and been subsequently consulted.

From reading the Construction Traffic Management Plan the estimated average daily construction traffic is of five light goods and five heavy goods vehicle movements which is a very low level relative to the daily flows along the proposed routes.

Given this low volume and the main construction traffic route within Cheshire East Council (CEC) being the A6, with occasional use of Old Buxton Road referenced, we wouldn't raise a concern with the proposal.


I note your request for more detail on the HGV traffic movements which has been acknowledged by High Peak Council.

In summary, given the envisaged minimal impact of the proposal on the CEC highway network, it is the view that a consultation with Cheshire East Council was not required on this occasion.

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I trust that the above provides you with the reassurance you are seeking on this matter.

Yours sincerely

A handwritten signature in black ink that reads "Jayne Traverse". The signature is fluid and cursive, with the first name "Jayne" and the last name "Traverse" clearly distinguishable.

**Jayne Traverse**  
**Executive Director – Place**

---

Copy: Cllr Brendan Murphy

OFFICIAL



**Richard Holland**

---

**From:** SMSCONSULT <smsconsult@cheshireeasthighways.org>  
**Sent:** 01 December 2021 12:01  
**Subject:** Draft Speed Management Strategy - Public Consultation

Dear Parish Council representative,

At the Highways and Transport Committee on 16/11/21 a resolution was passed to release the draft Cheshire East Speed Management Strategy for Consultation.

The draft Speed Management Strategy sets out a consistent approach to managing speed on the Borough's highway network. We encourage you to follow the below link to the consultation which is now live on the Cheshire East Consultation Page. In addition to the questions asked as part of the consultation, there is the ability to upload a free text document.

<https://surveys.cheshireeast.gov.uk/s/SpeedManagementStrategyConsultation/>

Paper copies of the consultation will shortly be available in all of the Borough's libraries in order to make the consultation more accessible.

The consultation opens on 1st December 2021 and will close on 31st January 2022. The feedback we receive will be considered when finalising the strategy, which we hope will then be ready for adoption by Summer 2022.

Should you have any further questions, please contact the team by responding to this email.

Yours faithfully,

**The Speed Management Strategy Project Team**

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This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

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**Richard Holland**

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**From:** Petitions: UK Government and Parliament <no-reply@petition.parliament.uk>  
**Sent:** 26 November 2021 03:12  
**To:** Richard Holland  
**Subject:** Government responded to "Legislate to enable Councillors to be disqualified or suspended for poor conduct"

You're receiving this email because you signed this petition: "Legislate to enable Councillors to be disqualified or suspended for poor conduct".

To unsubscribe from getting emails about this petition:

<https://petition.parliament.uk/signatures/114126178/unsubscribe?token=OhsWlHhg25M9Qv91B3NQ>

---

Dear Richard Holland,

The Government has responded to the petition you signed – "Legislate to enable Councillors to be disqualified or suspended for poor conduct".

Government responded:

The Committee on Standards in Public Life, in their report Local Government Ethical Standards, made recommendations on suspension of councillors and conduct. The Government will respond in due course.

It is crucial that elected members in local government inspire confidence and have the trust of the electorate. Every local authority is required to adopt a code of conduct for local authority members. It is for each local authority to determine the contents of their code, although the code must conform to the seven 'Nolan' principles of standards in public life - selflessness, integrity, objectivity, accountability, openness, honesty and leadership. The code must also have provisions about conflicts of interests, with elected members required to register and disclose pecuniary and non-pecuniary interests.

Local authorities are required to put in place arrangements to investigate and decide on allegations of breaching the code. Central government does not dictate specific arrangements to local authorities, but legislation imposes general requirements.

These arrangements must include the involvement of a person who is independent of the members and officers of the local authority. The local authority must seek the views of this independent person after any investigation and before coming to a decision, and any member who has had an allegation made against them may seek the view of the



independent person. The involvement of an independent person ensures that there is a check on petty, vexatious or politically motivated complaints.

Section 80 of the Local Government Act 1972 sets out the disqualification criteria for elected post holders which disqualify anyone who has been convicted of an offence and has received a sentence of imprisonment, suspended or otherwise, for a period of three months or more from standing or serving as a member of a local authority. This is in addition to other criteria which can be found here:

<https://www.legislation.gov.uk/ukpga/1972/70/section/80>.

Government consulted on updating the disqualification criteria for Councillors and Mayors to include certain non-custodial sentences – individuals who are subject to any relevant notification requirements, or relevant orders imposed for sexual offences. The Local Government (Disqualification) Bill, which was introduced on 16 June 2021 by Sir Paul Beresford MP, received its second reading in the House of Commons on 22 October 2021.

The Committee on Standards in Public Life's Review of Local Government Ethical Standards made a number of recommendations to strengthen the current standards and conduct framework and the safeguards that apply to it. The Government will be issuing its response to the Committee's report in due course.

The Committee's report can be found at: <https://www.gov.uk/government/publications/local-government-ethical-standards-report>.

Department for Levelling Up, Housing and Communities

Click this link to view the response online:

[https://petition.parliament.uk/petitions/586143?reveal\\_response=yes](https://petition.parliament.uk/petitions/586143?reveal_response=yes)

The Petitions Committee will take a look at this petition and its response. They can press the government for action and gather evidence. If this petition reaches 100,000 signatures, the Committee will consider it for a debate.

The Committee is made up of 11 MPs, from political parties in government and in opposition. It is entirely independent of the Government. Find out more about the Committee:

<https://petition.parliament.uk/help#petitions-committee>

Thanks,

The Petitions team

UK Government and Parliament

## Provisional local government finance settlement 2022/23

**NALC has forwarded the following information.**

The secretary of state for Levelling Up, Housing and Communities, Michael Gove MP, has made a Written Statement on the Provisional Local Government Finance Settlement 2022/23 which proposes no extension of council tax referendum principles to local (parish and town) councils.

The link to the full consultation is at

<https://www.gov.uk/government/consultations/provisional-local-government-finance-settlement-2022-to-2023-consultation/provisional-local-government-finance-settlement-2022-to-2023-consultation>

The relevant section on local councils is below:

### **3.5 Council tax referendum principles for town and parish councils**

*3.5.1 The government has not previously set referendum principles for town and parish councils. This approach was contingent on the sector taking all available steps to mitigate the need for council tax increases and the government seeing clear evidence of restraint.*

*3.5.2 In 2021/22, the average Band D parish precept increased by 2.8%, the smallest for ten years. In expectation that parish and town councils continue to show restraint when charging council tax, the government proposes to continue with no referendum principles for the sector in 2022/23. It will however take careful account of the increases set in 2022/23 when reviewing the matter ahead of next year's settlement.*



**Richard Holland**

---

**Subject:** FW: PRIDE

**From:** Richard Holland <clerk@disleyparishcouncil.org.uk>  
**Sent:** 02 December 2021 14:18  
**To:**  
**Cc:** Richard Holland <clerk@disleyparishcouncil.org.uk>  
**Subject:** RE: PRIDE

Hi [REDACTED]

All good here, thanks. Doing the final prep for the big night tomorrow.

I think the way forward for your PRIDE concerns is to raise it again at a Council meeting. It may be that a bit of rationalisation on the plant quantities (perhaps include some perennials), a commitment from some other groups e.g. FODS or WI, and the money can be found. I think the Ross's bill could be got down to £350/£400 per season with a bit of planning.

Unfortunately, the December meeting agendas have just gone out, so it would be 13<sup>th</sup> January now. Would you be available to attend, if necessary?

Kind regards

Richard  
**Richard Holland**  
**Disley Parish Clerk**

---

**From:**  
**Sent:** 01 December 2021 17:20  
**To:** Richard Holland <clerk@disleyparishcouncil.org.uk>  
**Subject:** PRIDE

Richard  
Hope all OK with you.

Thinking ahead on PRIDE planting next year I am not sure how things are going to roll out. Diane and myself are concerned about the future.

As you know PRIDE planting relies on fund raising throughout the year which has become more difficult. The contribution from DPC has helped greatly this year, but funds are now more or less used up and future fund raising to the same extent is no longer feasible for two reasons:

Covid still isn't helping but more of a problem is that the active members of PRIDE with the energy and capability of organising future fund raising activities has diminished. There is still a small core group who are willing to do planting and maintenance of the sites (incl. myself) but we no longer have the resources to raise funds to purchase plants. We have attempted to attract new volunteers just for planting which has had some success but no longer term commitment emerging.

So, I am suggesting it needs another rethink on how planting on the PRIDE village sites continues if that is what DPC wishes.

Happy to discuss further. Cheers

	<b>Poynton Area Community Partnership (PACP)</b> <b>Record of meeting 23rd November 2021, 1-3pm</b> <b>Location: Poynton Civic Hall</b>	
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<b>In Attendance:</b>	
Cllr. Rob Hughes (RHug)	Chair Mottram St Andrew Parish Council
Malcolm Adams (MA)	Vice Chair Poynton Resident
Cllr. Peter Boulton (PB)	Pott Shrigley Parish Council
Rev. Andrew Allan (AA)	Poynton Christian Fellowship/Churches Together
Cllr. Ken Butler (KB)	Rainow Parish Council
Richard Holland (RHoll)	Disley Parish Council (left early 2.15pm: Apologies given)
Cllr. Marilyn Leather (ML)	Prestbury Parish Council (Arrived 20 minutes into meeting: Apologies given)
Rosie Deverell (RD)	Secretary and Grant Coordinator
Mark Gleave (MG)	HealthBox CIC (Representing Cheshire East Council)
Haf Barlow (HB)	Poynton Town Council, Town Council Clerk
Sharon Duke (SD)	Poynton Town Council, Communities Coordinator
Jayne Barnes (JB)	Poynton Resident
Vivienne Selbie	Poynton Resident
Cathy Hayward	Poynton Resident
<b>Not in Attendance:</b>	
Helen Richards	Adlington Parish Council
<b>Apologies:</b>	
Cllr. Nicky Wylie (NW)	Poynton Parish Council
Rebecca Lea (RL)	Bollington Bridgend
Cllr. Jo Butler (JB)	Kettleshulme Parish Council
Cllr. Roland Edwards (RE)	Bollington Parish Council
Walter Thomas (WT)	Poynton Resident



1.0	<b>Welcome</b>	<b>Actions</b>
1.1	Chair Cllr Hughes (RHug) welcomed the group.	
2.0	<b>Apologies</b>	
2.1	Apologies as listed above.	
3.0	<b>Minutes of the last meeting (AGM and September meeting were held together)</b>	
3.1	Minutes agreed as correct record.	
3.2	<b>AGM Action Updates</b>	
3.3	<p><b>Action in 4.1 -</b>  <b>Chair to consider meeting format and attendees.</b>            RHug suggested it would be beneficial for the group moving forwards to invite representatives of grant recipients to speak at future PACP meetings. This is to focus our minds on our objectives, and also to get the wider community more involved in our work.</p> <p>HB said that she thought it would be helpful for stakeholders (local Police, school and medical professionals, for example) from the areas to speak at future meetings to help the group to identify and focus upon local needs.</p> <p>AA agreed and spoke about the need for the group to focus on its wider objectives - supporting our communities, and not only on the grants we have to distribute.</p> <p>KB commented that it would be necessary to ensure the group did not become too large, as it becomes harder to make decisions. The group agreed outside stakeholders and speakers would be asked to attend meetings over time, and not all at once</p> <p>The group agreed to we may need a new Action Plan moving forward bring focus to our future planning.            This will be an important focus once we have moved forward with potentially changing the name of the group, getting a group email and address, and possibly website, and promoting the grants more widely (see discussions below).</p>	
3.4	<p><b>Action in 5.1</b>  <b>Action – RD to promote Treasurer role on new PACP Facebook page once it is up and running.</b>            Treasurer role was advertised and Vivienne Selbie is attending today's meeting with a view to taking on the role.</p>	
3.5	<b>September Meeting Action Updates</b>	
3.6	<p><b>Action in 8.0</b>  <b>RD agreed to amend the contact sheet for other areas if requested by members.</b>            PB said that Pott Shrigley had altered the information sheet as needed and it had been sent out with the recent edition of HotPott Magazine.</p>	RD to add Papyrus to the Mental Health Services info sheet, remove the GP

	<p>RHoll stated that he would like RD to alter the sheet to be distributed in Disley and he would contact RD about this.</p> <p>RD reiterated that she could update the sheet if requested by members from other areas.</p> <p>RD stated that she would add the group Papyrus to the information sheet. She will also remove the GP telephone number from the sheet as it may not be correct for other areas.</p> <p>The sheet would also need a new QR code for each area, as the current QR code links to the sheet for Poynton.</p> <p>MG commented that 'Connector Services', who support people in mental health crisis in East Cheshire would be a useful contact for checking the service information on the sheet for future updated versions, as they are in constant contact with all the relevant services.</p>	<p>phone number and update QR code accordingly.</p>
3.7	<p><b>Actions in 9.2</b></p> <p><b>MA agreed to attend (virtually) Town Partnerships meeting.</b></p> <p><b>SD to send MA Agenda for the meeting, and update to deliver to the meeting.</b></p> <p>The above were actioned and MA attended the meeting.</p> <p>He fed back that there was discussion of funding to the Neighbourhood Partnerships potentially being cut over future years.</p> <p><b>SD to give RHug wording about PACP for the CEC Live Well site for any amendments.</b></p> <p>She did this.</p>	
3.8	<p><b>Action in 10.1 – members to advise RD of any more Facebook Groups she can share PACP news on.</b></p> <p><b>RD to set up Facebook Group and advise the group when this is done, so they can join the group, and share the posts.</b></p> <p>RD stated that she had set up the new PACP Facebook group - 'PACP - Poynton Area Community Partnership (Cheshire)'</p> <p>RD has joined as many community Facebook Groups as she can find in the areas, and is sharing the PACP posts on these groups and on community Facebook pages.</p>	<p><b>Action –</b></p> <p><b>Members to continue to share posts from the new Facebook page as they are posted, if they are on Facebook.</b></p>
4.0	<b>Resignation of Rosie Deverell as Secretary.</b>	
4.1	<p>Rosie wishes to focus on Grant Coordinator role.</p> <p>Cathy Hayward is observing today's meeting with a view to taking on the Secretary role.</p>	
5.0	<b>New Grant Application Form update – Andrew Allan</b>	



5.1	<p>AA updated the group about the meeting of the Funding Sub-Committee and the decisions made to simplify and streamline the Grant application form.</p> <p>RD sent out the new application form as an attachment on the email with the Agenda for this meeting (email of 16<sup>th</sup> Nov)</p> <p>It is also available as a pdf on the Poynton Town Council website.  <a href="https://www.poyntontowncouncil.gov.uk/Poynton%20Area%20Community%20Partnership/38434.aspx">https://www.poyntontowncouncil.gov.uk/Poynton Area Community Partnership 38434.aspx</a></p> <p>AA stated - (notes provided to RD after the meeting) –</p> <p><i>"I would describe a good application as one for an initiative <u>by</u> people in a community to benefit others in community. More specifically, we tend to look more favourably on an application when:</i></p> <ol style="list-style-type: none"> <li><i>1. it shows <u>how</u> the initiative will help address the Cheshire East priority areas</i></li> <li><i>2. it demonstrates the Key Performance Indicator's Cheshire East are looking for eg. volunteer hours</i></li> <li><i>3. it is thought-through and shows a clear plan</i></li> <li><i>4. it ideally has a local "champion", with a vision</i></li> <li><i>5. it has secured or at least thought-through some other funding, that is the PACP would be a partner, not the sole funder</i></li> <li><i>6. it gives us confidence the applicant(s) can see this off the ground and get it moving"</i></li> </ol> <p>HB stated that the form needed the addition of a GDPR and privacy clause.</p> <p>MG stated that if applicants are unsuccessful with an application for a grant, they could be signposted to Connected Communities for support. They could support with altering/improving the application or could suggest other, or additional, sources of funding.</p>	<p>Action – HB and AA to liaise about possible wording for the Privacy and GDPR clauses and AA to add to the form.</p>
6.0	<p><b>Discussion of new email addresses/domain/website for the group?</b></p> <p><b>Change of name of Partnership to be more inclusive/less Poynton centric?</b></p>	
6.1	<p>The group agreed to try to think of new names for the group and were asked to give suggestions to RD this week.</p> <p>RD will put together a Doodle poll to vote.</p> <p>(NB. After the meeting, it was noted that an SGM needs to be held to change the name of the group).</p>	<p>Action – RD to collect together suggestions, and put together a Doodle Poll.</p> <p>An SGM may be held soon to get</p>

	<p>SD pointed out that we will need a new group logo once we have chosen a name. We will also need to inform Cheshire East Council of the name change.</p> <p>The meeting agreed we need to move quickly on this, as we want to get a new email address for the group, and this will include the new name. RD's brother has looked into costings for an email address and also for a potential future website. The email address may be only approximately £20-30. A website domain could cost over £100, plus we would need to pay someone to put a website together.</p> <p>It was agreed that once we have agreed a new name, RD will move forward with organising the new email address and look into moving forward with a website.</p>	<p>this moving forward.</p> <p>RD – to organize getting an email address once we have agreed new name.</p> <p>RD to liaise with her brother about who could put together a website for us.</p>
7.0	<p><b>RD - Update on Facebook page and planned efforts to contact voluntary and community groups directly to encourage more applications.</b></p> <p><b>Should email be broadened out to include more about the work of the group generally?</b></p>	
7.1	<p>Facebook page update – See point 3.8 above.</p> <p>RD read out an email she has drafted to send out to community groups in all of the areas and said she has started to put together a list of groups she could contact. She has the PACP booklet 'A Guide to Local Activity, Interest and hobby groups' as a starting point, and will do more research.</p> <p>She stated that it would be much faster to email groups than to telephone but it is recognized that not all community groups have an email address. Some groups will have to be telephoned.</p> <p>The group agreed she would just have to work slowly through this process. She will do this in a way that is fair to all the areas, not starting with a certain area, and contacting all the groups in that area, but starting with all the Scouts and Guides across the 9 areas, then perhaps PTAs across the areas, and so on. This will ensure fair access to the promotional emails.</p> <p>JB pointed out that some of the groups who did not have email addresses, or websites, prior to the pandemic, may now have them as people became better connected digitally, out of necessity when they were stuck at home.</p> <p>RD asked the members to consider if they know of any lists of groups they can pass on to her, or know of good websites for gathering this information. RHoll stated that they have distribution lists of community contacts, but it would probably not be possible for these to be passed on because of GDPR.</p> <p>RD stated that she can send an email template (once it has been finalised) to the group members, which they could then alter as appropriate, and send on to their contacts in their areas.</p> <p>RD read out her draft email and members made suggestions for how it could be edited.</p>	<p>Action – Group members to send RD suggestions of websites which list community groups in their areas, or lists of community groups they have.</p> <p>Action – RD to continue to put together list of</p>



		community groups to contact, finalise email (with the support of the Chair and Deputy Chair) and start contacting groups.
8.0	Updates from the Parishes/Towns:	
8.1	<p><b>Poynton – SD</b> (SD provided RD with her notes after the meeting)</p> <p><b>Flooding</b> PTC have launched a Flood Warden Scheme. Flood Warden training was delivered on 3<sup>rd</sup> November and Flood Wardens have been provided with kit and lots of information. We've set up a WhatsApp group to communicate.</p> <p><b>Tea and Cake event</b> This was held on the 24<sup>th</sup> October and the Mayor presented volunteers with an 'awesome volunteer mug' and thanked them with tea and lots of lovely cake which was very much appreciated.</p> <p><b>Middlewood Partnership Covid booster clinics</b> The Civic Hall continues to be used and dates have now been extended to include over 40's.</p> <p><b>Dementia support</b></p> <p><b>Caring with someone with Advancing Dementia</b> Thursday 9<sup>th</sup> December, 1pm – 3pm. The Centre in Poynton. Telephone 01270 310260 to book a place.</p> <p><b>'What can I expect as dementia advances?' session.</b> Thursday 20<sup>th</sup> January, 2pm – 4pm. Poynton Civic Hall. Delivered by Advanced Dementia Support Team. Aimed at carers. Telephone 01625 872238 to book a place.</p> <p><b>Dementia Friends Information Session.</b> Delivered by Val Burlison and I. Tuesday 18<sup>th</sup> January, 1pm start. Telephone 01625 872238 to book a place.</p> <p><b>Time to Talk</b> Dates from now until Spring. The next session is Wed 15<sup>th</sup> December, 1pm – 2.30pm.</p> <p><b>Health Walk Leader Training.</b> ESAR delivered training on the 10<sup>th</sup> November to new Health Walk Volunteer Leaders with a view to supporting the existing walks programme and possibly expanding this.</p> <p><b>Poynton Baptist Church – Community Grocery</b> Poynton Town Council have granted funding to support a new initiative for a 'community grocery' which will start in the new year.</p> <p><b>PEAS – mobility scooters and wheelchairs.</b> Council have agreed to reduce the number we have. Retain two scooters and three wheelchairs.</p>	

	<b>Diamond Jubilee Meeting.</b> <i>Planned for Friday 3<sup>rd</sup> December.</i>	
8.2	<b>Mottram St Andrew – RHug</b> RHug told the members about a 25 <sup>th</sup> Anniversary Celebration night for the Community Centre that was held recently, and a very successful Quiz night that was hosted by him and wife in aid of the Teenage Cancer Trust. The group has raised over £20,000 over 10 years. There was also a bonfire night celebration which was enjoyed in the Parish.	
8.3	<b>Pott Shrigley – PB</b> PB told the members about a successful bonfire night on 6 <sup>th</sup> November in Pott Shrigley that was very much enjoyed. Pott Shrigley Community Cinema (Flix in the Stix) will be screening 'No time to Die' on Wednesday 7.30pm 22nd December, with the possibility of a second screening, 3pm Wednesday 29 <sup>th</sup> December, subject to demand.	
11.0	<b>AOB</b>	
	SD commented in discussions at the beginning of the meeting that all members of the PACP need to be recording their 'volunteer hours'. We need to provide the information to Cheshire East Council when we report to them.	<b>Action –</b> SD to draft a volunteer hours sheet and distribute to the members
12.0	<b>DONM</b>	
12.1	<b>Tuesday 25<sup>th</sup> January 2022, 1-3pm. Poynton Civic Hall</b>	

Following the meeting, RHoll provided an update on Disley to be added as an Addendum to the meeting notes.

#### Disley update -

1. Disley Parish Council has installed two public electric vehicle chargepoints in the Disley Community Centre car park.
2. The village has its Christmas Extravaganza event on Friday 3<sup>rd</sup> December including the lights switch-on, Santa's Grotto and firework display etc.
3. The Parish Council recently bestowed Civic Awards on 7 Disley residents and 3 Disley organisations.
4. The Cheshire East Healthwatch van recently visited the village and received excellent feedback on the quantity and quality of residents' views on Cheshire East health services.
5. The Stand Strong Falls Prevention classes, placed on hold during the pandemic, have recommenced with good take-up.
6. I have undertaken the 12<sup>th</sup> Man mental health training and will be encouraging others to get involved.
7. The Friends of Dane Hill Close Play Area community group is running a crowdfunding campaign through Cheshire East Crowd and has received a £5,000 pledge from Cheshire East Council and has now achieved over 75% of its target to install new play trail equipment in the park.



## Meeting notes

### AGM of High Lane Village Neighbourhood Forum 4<sup>th</sup> December 2021

Neighbourhood Plan has now been approved by SMBC.

This now enables HLVNF to comment on planning applications, then there was a lot of talk about how they have progressed on giving comments, how they record them, what use made of them and that have had no training. Woodford Neighbourhood Forum then gave a talk, mainly about planning, again mentioned no training (because these groups have no funding) but said have two planners in the group so no problem really.

They both felt forums had made positive impact on keeping green belt, ensuring developments were in keeping with surroundings and specifically in High Lane, on development of houses next to the church and on proposed Co-Op development.

They both said that had found that planning applicants having to reference the Village Plan was a good idea and felt had reduced applications (although planning applications had increased, put this down to lockdowns).

Woodford will have an open day on 18/6/22 for all community organisations, might be interesting to attend.

High Lane had a referendum on 16/9/21 on village plan, 1050 in favour, 87 against. He showed graphs of similar referendums, not all plans have been approved. The plans set out planning requirements and once accepted developers have to engage with the local forum, so can be seen to be useful.

Meeting was informed that SMBC plan for new houses has been put back until after May 2022 election, so have no idea how many new houses allocated to High Lane.

I asked about clean air charging camera sites (I have asked GMT but no reply) they have not been informed (councillor present was critical of public engagement) however I was told that there is one on Buxton Road facing towards oncoming Disley traffic and one on Windlehurst Road, as driving back (terrible weather) I could see neither.

**Cllr Steve Birchall**  
**08/12/2021**



# DISLEY PARISH COUNCIL

## Cyber Security Policy

Version	Date	Reviewed by:
Original Version	14/01/2021	Disley Parish Council

### 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.



# DISLEY PARISH COUNCIL

## GENERAL PRIVACY NOTICE

Version	Date	Reviewed by:
Original Version	18/03/2008	Disley Parish Council

### Your personal data – what is it?

“Personal data” is any information about a living individual which allows them to be identified from that data (for example a name, photographs, videos, email address, or address). Identification can be directly using the data itself or by combining it with other information which helps to identify a living individual (e.g. a list of staff may contain personnel ID numbers rather than names but if you use a separate list of the ID numbers which give the corresponding names to identify the staff in the first list then the first list will also be treated as personal data). The processing of personal data is governed by legislation relating to personal data which applies in the United Kingdom including the General Data Protection Regulation (the “GDPR”) and other legislation relating to personal data and rights such as the Human Rights Act.

### Who are we?

This Privacy Notice is provided to you by Disley Parish Council which is the data controller for your data.

### Other data controllers the council works with:

- Local authorities
- Community groups
- Charities
- Other not for profit entities
- Contractors
- Credit reference agencies

We may need to share your personal data we hold with them so that they can carry out their responsibilities to the council. If we and the other data controllers listed above are processing your data jointly for the same purposes, then the council and the other data controllers may be “joint data controllers” which mean we are all collectively responsible to you for your data. Where each of the parties listed above are processing your data for their own independent purposes then each of us will be independently responsible to you and if you have any questions, wish to exercise any of your rights (see below) or wish to raise a complaint, you should do so directly to the relevant data controller.

A description of what personal data the council processes and for what purposes is set out in this Privacy Notice.



**The council will process some or all of the following personal data where necessary to perform its tasks:**

- Names, titles, and aliases, photographs;
- Contact details such as telephone numbers, addresses, and email addresses;
- Where they are relevant to the services provided by a council, or where you provide them to us, we may process information such as gender, age, marital status, nationality, education/work history, academic/professional qualifications, hobbies, family composition, and dependants;
- Where you pay for activities such as use of a council hall, financial identifiers such as bank account numbers, payment card numbers, payment/transaction identifiers, policy numbers, and claim numbers;
- The personal data we process may include sensitive or other special categories of personal data such as criminal convictions, racial or ethnic origin, mental and physical health, details of injuries, medication/treatment received, political beliefs, trade union affiliation, genetic data, biometric data, data concerning and sexual life or orientation.

#### **How we use sensitive personal data**

- We may process sensitive personal data including, as appropriate:
  - information about your physical or mental health or condition in order to monitor sick leave and take decisions on your fitness for work;
  - your racial or ethnic origin or religious or similar information in order to monitor compliance with equal opportunities legislation;
  - in order to comply with legal requirements and obligations to third parties.
- These types of data are described in the GDPR as “Special categories of data” and require higher levels of protection. We need to have further justification for collecting, storing and using this type of personal data.
- We may process special categories of personal data in the following circumstances:
  - In limited circumstances, with your explicit written consent.
  - Where we need to carry out our legal obligations.
  - Where it is needed in the public interest.
- Less commonly, we may process this type of personal data where it is needed in relation to legal claims or where it is needed to protect your interests (or someone else’s interests) and you are not capable of giving your consent, or where you have already made the information public.

#### **Do we need your consent to process your sensitive personal data?**

- In limited circumstances, we may approach you for your written consent to allow us to process certain sensitive personal data. If we do so, we will provide you with full details of the personal data that we would like and the reason we need it, so that you can carefully consider whether you wish to consent.

**The council will comply with data protection law. This says that the personal data we hold about you must be:**

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.

- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.
- Kept and destroyed securely including ensuring that appropriate technical and security measures are in place to protect your personal data to protect personal data from loss, misuse, unauthorised access and disclosure.

**We use your personal data for some or all of the following purposes:**

- To deliver public services including to understand your needs to provide the services that you request and to understand what we can do for you and inform you of other relevant services;
- To confirm your identity to provide some services;
- To contact you by post, email, telephone or using social media (e.g., Facebook, Twitter, WhatsApp);
- To help us to build up a picture of how we are performing;
- To prevent and detect fraud and corruption in the use of public funds and where necessary for the law enforcement functions;
- To enable us to meet all legal and statutory obligations and powers including any delegated functions;
- To carry out comprehensive safeguarding procedures (including due diligence and complaints handling) in accordance with best safeguarding practice from time to time with the aim of ensuring that all children and adults-at-risk are provided with safe environments and generally as necessary to protect individuals from harm or injury;
- To promote the interests of the council;
- To maintain our own accounts and records;
- To seek your views, opinions or comments;
- To notify you of changes to our facilities, services, events and staff, councillors and other role holders;
- To send you communications which you have requested and that may be of interest to you. These may include information about campaigns, appeals, other new projects or initiatives;
- To process relevant financial transactions including grants and payments for goods and services supplied to the council
- To allow the statistical analysis of data so we can plan the provision of services.

Our processing may also include the use of CCTV systems for the prevention and prosecution of crime.

**What is the legal basis for processing your personal data?**

The council is a public authority and has certain powers and obligations. Most of your personal data is processed for compliance with a legal obligation which includes the discharge of the council's statutory functions and powers. Sometimes when exercising these powers or duties it is necessary to process personal data of residents or people using the council's services. We will always take into account your interests and rights. This Privacy Notice sets out your rights and the council's obligations to you.

We may process personal data if it is necessary for the performance of a contract with you, or to take steps to enter into a contract. An example of this would be processing your data in connection with the use of sports facilities, or the acceptance of an allotment garden tenancy

Sometimes the use of your personal data requires your consent. We will first obtain your consent to that use.



## Sharing your personal data

This section provides information about the third parties with whom the council may share your personal data. These third parties have an obligation to put in place appropriate security measures and will be responsible to you directly for the manner in which they process and protect your personal data. It is likely that we will need to share your data with some or all of the following (but only where necessary):

- The data controllers listed above under the heading "Other data controllers the council works with";
- Our agents, suppliers and contractors. For example, we may ask a commercial provider to publish or distribute newsletters on our behalf, or to maintain our database software;
- On occasion, other local authorities or not for profit bodies with which we are carrying out joint ventures e.g. in relation to facilities or events for the community.

## How long do we keep your personal data?

We will keep some records permanently if we are legally required to do so. We may keep some other records for an extended period of time. For example, it is currently best practice to keep financial records for a minimum period of 8 years to support HMRC audits or provide tax information. We may have legal obligations to retain some data in connection with our statutory obligations as a public authority. The council is permitted to retain data in order to defend or pursue claims. In some cases, the law imposes a time limit for such claims (for example 3 years for personal injury claims or 6 years for contract claims). We will retain some personal data for this purpose as long as we believe it is necessary to be able to defend or pursue a claim. In general, we will endeavour to keep data only for as long as we need it. This means that we will delete it when it is no longer needed.

## Your rights and your personal data

You have the following rights with respect to your personal data:

When exercising any of the rights listed below, in order to process your request, we may need to verify your identity for your security. In such cases we will need you to respond with proof of your identity before you can exercise these rights.

### 1) *The right to access personal data we hold on you*

- At any point you can contact us to request the personal data we hold on you as well as why we have that personal data, who has access to the personal data and where we obtained the personal data from. Once we have received your request we will respond within one month.
- There are no fees or charges for the first request but additional requests for the same personal data or requests which are manifestly unfounded or excessive may be subject to an administrative fee.

### 2) *The right to correct and update the personal data we hold on you*

- If the data we hold on you is out of date, incomplete or incorrect, you can inform us, and your data will be updated.

### 3) *The right to have your personal data erased*

- If you feel that we should no longer be using your personal data or that we are unlawfully using your personal data, you can request that we erase the personal data we hold.
- When we receive your request, we will confirm whether the personal data has been deleted or the reason why it cannot be deleted (for example because we need it for to comply with a legal obligation).

- 4) ***The right to object to processing of your personal data or to restrict it to certain purposes only***
- You have the right to request that we stop processing your personal data or ask us to restrict processing. Upon receiving the request, we will contact you and let you know if we are able to comply or if we have a legal obligation to continue to process your data.
- 5) ***The right to data portability***
- You have the right to request that we transfer some of your data to another controller. We will comply with your request, where it is feasible to do so, within one month of receiving your request.
- 6) ***The right to withdraw your consent to the processing at any time for any processing of data to which consent was obtained***
- You can withdraw your consent easily by telephone, email, or by post (see Contact Details below).
- 7) ***The right to lodge a complaint with the Information Commissioner's Office.***
- You can contact the Information Commissioner's Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

### **Transfer of Data Abroad**

Any personal data transferred to countries or territories outside the European Economic Area ("EEA") will only be placed on systems complying with measures giving equivalent protection of personal rights either through international agreements or contracts approved by the European Union. Our website is also accessible from overseas so on occasion some personal data (for example in a newsletter) may be accessed from overseas.

### **Further processing**

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

### **Changes to this notice**

We keep this Privacy Notice under regular review and we will place any updates on the Disley Parish Council website at [www.disleyparishcouncil.org.uk](http://www.disleyparishcouncil.org.uk). This Notice was last updated in May 2018.

### **Contact Details**

Please contact us if you have any questions about this Privacy Notice or the personal data we hold about you or to exercise all relevant rights, queries or complaints at:

The Data Controller  
Disley Parish Council  
Disley Community Centre  
Off Buxton Old Road  
Disley  
Cheshire  
SK12 2BB  
Tel: 01663 762726  
Email: [clerk@disleyparishcouncil.org.uk](mailto:clerk@disleyparishcouncil.org.uk)



APPENDIX C: Meeting and Events schedule – 13<sup>th</sup> January 2022

Date & Time	Meeting / Event	Venue
13 <sup>th</sup> January 2022 7.00pm	Council Meeting	Community Centre
19 <sup>th</sup> January 2022 9.00am	Internal Audit	DPC Office
20 <sup>th</sup> January 2022 10.30am	Village Events Project team meeting	DPC Office
25 <sup>th</sup> January 2022 1.00pm	Poynton Area Community Partnership meeting	Poynton Civic Centre
26 <sup>th</sup> January 2022 3.00pm	NT Lyme / DPC catch up	Online
1 <sup>st</sup> February 2022 2.00pm	Disley & Newtown Parish Strategy Review Meeting	MS Teams
10 <sup>th</sup> February 2022 7.00pm	Council Meeting	Community Centre

<b>Appendix B</b>	<b>Planning Applications</b>
<b>21/6140M</b>	Single storey rear extension. Single storey front porch and garage conversion.
	<b>60 Duddy Road, Disley SK12 2GB</b>
<b>Comments</b>	
<b>21/6344M</b>	Single storey front and rear extension and alterations
	<b>31 Hilton Road, Disley SK12 2JU</b>
<b>Comments</b>	
<b>Decisions</b>	
<b>21/1178M</b>	Variation of condition 4 on application 15/3230M – proposed badminton hall – granted subject to 8 conditions
	<b>29 Jacksons Edge Road, Disley SK12 2JR</b>
<b>21/3605M</b>	Demolition of entrance conservatory to and erection of single storey side extension – granted subject to 3 conditions
	<b>3 Whitesmead Close, Disley SK12 2BL</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 – granted subject to 5 conditions
	<b>Lyme Gate Cottage, 20 Buxton Road West, Disley SK12 2LY</b>
<b>20/5993M</b>	Listed building consent for modification to outbuilding incorporating the raising of the roof and creating a habitable area, whilst retaining the use of the garage – granted subject to 3 conditions
	<b>Lyme Gate Cottage, 20 Buxton Road West, Disley SK12 2LY</b>



<b>21/3091M</b>	Single storey side and rear extensions, alterations to existing garden room and window and door alterations – granted subject to 3 conditions
	<b><i>Holly Lodge, 52 Jacksons Edge Road, Disley SK12 2JR</i></b>

## Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/21

## APPENDIX A. (1)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1745	BACS/3011 21/DANEHI LL	£500.00	290	30/11/21	Friends of Dane Hill Close Park - Community Grant towards cost of new play trail. Minute Ref: 2176	£500.00
1749	005937	£40.00	600/3	06/12/21	Disley Girlguiding - Donation for face painting at Christmas Extravaganza	£40.00
1750	BACS/1012 21/PPLPRS	£212.10	400/4	06/12/21	PPL PRS Limited - PRS/PPL Royalty license - 30/11/2021 to 29/11/2022	£212.10
1751	BACS/1012 21/STOCK ELE	£136.80	400/3	06/12/21	Stockport Electrical Services Ltd - Community Centre PAT testing - 57 items	£136.80
1753	BACS/1012 21/STEPH ENS	£194.53		06/12/21	Stephensons - Cleaning materials and Covid face masks	£194.53
1		£175.45	400/9		Cleaning materials	
2		£19.08	220/4		Covid face masks	
1754	BACS/1012 21/TOMLIN SO	£138.75		06/12/21	A H Tomlinson Parbans Ltd - Cable ties and board for selfie wall	£138.75
1		£14.56	260		Cable ties	
2		£124.19	600/3		Boards for selfie wall	
1755	BACS/1012 21/ESI	£90.00	400/3	06/12/21	Electronic Security Installations Ltd (ESI) - Call out to repair CCTV fault	£90.00
1756	BACS/1012 21/JRA	£60.00	225/17	06/12/21	Jake Ross Allen Creative - Website updates	£60.00
1757	BACS/1012 21/RHOLL AND	£89.99	400/3	06/12/21	Richard Holland - Replacement toaster for Community Centre	£89.99
1758	BACS/1012 21/PLAYDA LE	£5,807.41	281	02/12/21	Playdale Playgrounds Ltd - Installation of timber adventure trail at Arnold Rhodes Play Area. As per Quote Ref: 74788 - Option 1 including Monkey Bars. Price to include removal of existing timber trail, installation of new, Grasslok surfacing and all delivery and install costs. - 50% Deposit	£5,807.41
1759	BACS/1012 21/NWFIR ST	£163.20	600/3	06/12/21	North West First Aid Limited - First Aid Services at Christmas Extravaganza	£163.20
1760	BACS/1012 21/FARLEY	£840.00	600/3	06/12/21	Dave Farley Electrical Ltd - Installation of traders Christmas trees	£840.00
1761	DD/291121/ JALLSTAR	£88.63	300/1	29/11/21	Allstar - Community bus fuel	£88.63
1762	DD/221121/ CNG	£3.81	400/5	22/11/21	CNG Limited - Community Centre Gas - October 2021	£3.81
1763	DD/221121/ BIFFA	£114.67	400/10	22/11/21	Biffa Waste Services Ltd - Community Centre waste services - 23/10/2021 to 19/11/2021	£114.67
1764	DD/191121/ SSE	£84.72	230/1	19/11/21	SSE Swalec - Electricity costs for village streetlighting - 02/10/2021 to 01/11/2021	£84.72

Signature

Signature

Date



# Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/21

### APPENDIX A. (1)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1765	005938	£150.29		07/12/21	Petty Cash - Petty Cash replenishment October and November 2021	£150.29
1		£27.35	225/12		Office supplies/sundries	
2		£41.52	225/3		Postage	
3		£16.99	400/3		Community Centre Maintenance	
4		£14.78	400/9		Community Centre Consumables	
5		£14.31	260		Fuel for power tools	
6		£12.90	225/4		Stationery	
7		£8.10	300/11		Volunteer Driver expenses	
8		£11.25	600/3		Christmas Extravaganza sundries	
9		£3.00	300/10		Community Bus Sundries	
1766	BACS/1012 21/PAYPAL	£336.55		30/11/21	PAYPAL - Debit Card Account - PayPal replenishment - November 2021	£336.55
1		£14.95	225/17		Website hosting - 25/11/2021 to 25/12/2021	
2		£21.00	225/6		Councillor emails - 09/11/2021 to 09/12/2021	
3		£225.60	225/6		Microsoft 365 Annual Renewal	
4		£25.50	260		Children Crossing signs	
5		£21.98	225/1		Key cabinet	
6		£27.52	225/1		Computer cables	
1767	BACS/3011 21/IZETTL E	£0.39	420	30/11/21	IZettle - Monthly Card Payment fees - November 2021	£0.39
		£5,745.40			Salaries & Wages	
<b>Total</b>		<b>£14,797.24</b>				

Signature

Date

Signature

## Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/21

## APPENDIX A. (2)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1752	BACS/0701 22/LIGHTT EC	£2,360.40		06/12/21	Lightech Sound & Light Ltd - Christmas Extravaganza lighting and fireworks	£2,360.40
1		£1,190.40	600/3		Christmas Extravaganza lighting	
2		£1,170.00	600/3		Christmas Extravaganza fireworks	
1769	BACS/0701 22/TREEC OMP	£5,100.00	260	21/12/21	The Tree Company - Tree safety work as per Triennial Safety Inspection - Priority 1 works	£5,100.00
1770	BACS/0701 22/GWILLI AM	£71.80	300/11	21/12/21	Geoff Williamson - Community Bus Driver - Licence Renewal expenses	£71.80
1771	005939	£90.00	300/11	21/12/21	Phil Palmer - Community Bus Driver - Licence renewal expenses	£90.00
1772	BACS/0701 22/BROUG HTO	£23.00	230/1	21/12/21	Mrs B. Broughton-Law - Electricity for ginnell lighting - Oct, Nov, Dec 2021	£23.00
1773	BACS/0701 22/HOLLID AY	£1,269.60	400/3	21/12/21	Kevin Holiday Ltd - Hire and fitting of props to secure Boiler Room following wall damage.	£1,269.60
1774	BACS/0701 22/SILKFM	£1,074.00	600/3	21/12/21	Cheshire Silk 105.9 - Disley Christmas Extravaganza 3rd December 2021 - Stage, lighting, presenter, publicity etc package	£1,074.00
1775	BACS/0701 22/NORTH WTC	£3,480.00	600/3	21/12/21	Northwich Town Council - Deliver, install and remove 2 x Christmas trees. Install and remove lights, provide maintenance.	£3,480.00
1776	BACS/0701 21/TUNNIC	£108.74	600/3	21/12/21	Tunncliffe Signs & Graphics Ltd - 3 x planterbin surrounds	£108.74
1777	BACS/0701 22/RHOLL AND	£24.30	220/2	21/12/21	Richard Holland - Mileage Claim - November and December 2021	£24.30
1778	BACS/0701 22/ESI	£67.50	400/3	21/12/21	Electronic Security Installations Ltd (ESI) - Follow up visit to repair CCTV fault	£67.50
1779	BACS/0701 22/SHIRES	£57.02	220/5	21/12/21	Shires Pay Services Ltd - Payroll services - December 2021	£57.02
1780	BACS/0701 22/FARLEY	£146.40	600/3	21/12/21	Dave Farley Electrical Ltd - Repair to Christmas tree lights - new transformer	£146.40
1781	BACS/0701 22/NAW	£70.00	225/9	21/12/21	Walkers Are Welcome Towns Network - Annual Membership Subscription	£70.00
1782	BACS/0701 22/JHAUNT ON	£690.00	405	22/12/21	Jan Haunton - Painting of Community Hall cupboards	£690.00
1783	DD/091221/ OPUS	£528.86	400/6	09/12/21	Opus Energy Ltd - Community Centre Electricity - 25/10/2021 to 23/11/2021	£528.86
1784	DD/131221/ ALLSTAR	£46.86	300/1	13/12/21	Allstar - Community bus fuel	£46.86

Signature

Signature

Date



# Disley Parish Council

## Expenditure transactions - approval list

Start of year 01/04/21

### APPENDIX A. (2)

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
1785	DD/131221/ SIEMENS	£147.33	225/5	13/12/21	Siemens Financial Services - Photocopier lease - Quarterly payment	£147.33
1786	DD/131221/ BTELECO M	£58.30	225/2	13/12/21	British Telecommunications Plc - Phone charges - 01663 762726 - Nov, Dec 2021 and Jan 2022	£58.30
1787	DD/201221/ BIFFA	£124.46	400/10	20/12/21	Biffa Waste Services Ltd - Community Centre waste services - 20/11/2021 to 24/12/2021	£124.46
1788	DD/201221/ SSE	£82.03	230/1	20/12/21	SSE Swalec - Electricity costs for village streetlighting - 02/11/2021 to 01/12/2021	£82.03
1789	BACS/0701 22/POZITIV E	£767.29	400/5	04/01/22	Positive Energy - Community Centre Gas Charges 07/11/2021 to 08/12/2021	£767.29
1790	BACS/0701 22/TOMLIN SO	£29.62	260	04/01/22	A H Tomlinson Parbans Ltd - Nails, screws, cable ties etc	£29.62
1791	BACS/0701 22/VIKING	£87.76	225/4	21/12/21	Viking Direct - Stationery supplies	£87.76
1792	DD/291221/ ALLSTAR	£67.40	310/1	29/12/21	Allstar - Council van fuel	£67.40
1793	BACS/0701 22/PAYPAL	£153.62		31/12/21	PAYPAL - Debit Card Account - PayPal replenishment - December 2021	£153.62
1		£14.95	225/17		Website hosting - 25/12/2021 to 25/01/2022	
2		£21.00	225/8		Councillor emails - 09/12/2021 to 08/01/2022	
3		£23.46	220/4		First Aid Supplies	
4		£28.99	220/4		Hi viz jacket	
5		£47.72	260		Fence post rammer	
6		£17.50	225/12		VAT guide	
1794	BACS/3112 21/ZETTL E	£1.46	420	31/12/21	IZettle - Monthly Card Payment fees - December 2021	£1.46
<b>Total</b>		£16,727.77				

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Date

## 2021/22 BUDGET - QUARTER 3 BUDGET COMPARISONS

		2021/22 BUDGET	2020/21 Q3	2020/21 TOTAL YTD 31/12/2021	BUDGET BALANCE
<b>INCOME</b>					
110	Precept	£156,614	£0	£156,614	£0
125	Grant Awards	£0	£688	£8,216	-£8,216
130	Rental Income Total	£8,650	£400	£2,798	£5,852
140	Community Transport Total	£1,900	£1,418	£2,040	-£140
150	Other Income Total	£650	£1,122	£2,127	-£1,477
190	Bank Interest	£35	£2	£5	£30
191	Investment Account Interest	£90	£0	£0	£90
192	Long-term investment interest	£300	£0	£0	£300
193	Nationwide Interest	£0	£0	£0	£0
194	PayPay Bonus	£0	£4	£7	-£7
200	Community Centre Total	£9,200	£4,621	£10,999	-£1,799
<b>Total Income</b>		<b>£177,439</b>	<b>£8,257</b>	<b>£182,808</b>	<b>-£5,369</b>
<b>EXPENDITURE</b>					
215	Salaries Incl. Pensions (excl. Caretaker) Total	£94,000	£28,199	£72,117	£21,883
220	Staffing Expenses Total	£2,820	£254	£2,180	£640
225	General Admin Total	£14,300	£2,513	£11,275	£3,025
230	Street Lighting Total	£1,900	£285	£877	£1,023
231	Streetlighting Capital expenditure	£1,400	£1,140	£2,540	-£1,140
240	Allotments	£700	£35	£142	£558
260	Parish Maintenance	£7,750	£5,567	£9,426	-£1,676
261	Winter Gritting Provision	£1,000	£0	£0	£1,000
265	Church Grounds Maintenance	£1,400	£0	£0	£1,400
270	Land Administration	£750	£0	£0	£750
280	Play Area and Fields Total	£3,600	£163	£1,931	£1,669
281	Play Area and Fields Capital Expenditure	£20,000	£4,840	£4,840	£15,160
282	Newtown Improvements	£0	£0	£3,070	-£3,070
285	Tourism	£500	£0	£0	£500
290	Community Grants	£1,000	£718	£1,499	-£499
300	Community Transport Total	£6,645	£526	£2,332	£4,313



		2021/22 BUDGET	2020/21 Q3	2020/21 TOTAL YTD 31/12/2021	BUDGET BALANCE
310	Handyman Vehicle Total	£1,910	£336	£1,523	£387
350	Electric Vehicle Chargepoints	£0	£7	£4,660	-£4,660
400	Community Centre Total	£12,250	£3,251	£7,998	£4,252
401	Caretaker Salary & Pension Total	£9,800	£1,096	£1,096	£8,704
405	Community centre Capital Exp.	£20,000	£6,436	£6,436	£13,564
406	Ginnel Improvements	£20,000	£0	£0	£20,000
407	Newtown Capital exp.	£25,000	£0	-£2,590	£27,590
410	Community Transport - Capital Expenditure	£0	£0	£0	£0
415	Handyman Vehicle - Capital Expenditure	£0	£0	£0	£0
420	Bank Charges	£0	£2	£3	-£3
450	PCSO Contribution	£0	£0	£0	£0
500	Hanging Baskets	£4,500	£780	£4,785	-£285
600	Village Events Total	£7,350	£8,029	£8,317	-£967
660	CCTV Contribution	£3,820	£3,819	£3,819	£1
670	Neighbourhood Plan	£0	£0	£0	£0
<b>Total Expenditure</b>		<b>£262,395</b>	<b>£67,996</b>	<b>£148,279</b>	<b>£114,116</b>
<b>Expenditure less capital</b>		<b>£177,395</b>	<b>£55,580</b>	<b>£129,807</b>	
<b>Income total</b>		<b>£177,439</b>	<b>£8,257</b>	<b>£182,808</b>	
<b>Income less Expenditure</b>		<b>£44</b>	<b>-£47,322</b>	<b>£53,002</b>	

# Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/21

		2021/2022	Actual Net	Balance
<b>INCOME</b>				
<b>Council</b>				
110	Precept	£156,614.00	£156,614.00	£0.00
125	Grant Awards	£0.00	£8,216.00	£8,216.00
130	Rental Income	£8,650.00	£2,798.16	-£5,851.84
135	Petty Cash Replenishment	£0.00	£0.00	£0.00
140	RESERVE - Community Transport	£1,900.00	£2,040.36	£140.36
150	Other Income	£650.00	£2,127.45	£1,477.45
190	Bank Interest	£35.00	£5.49	-£29.51
191	Investment Account Interest	£90.00	£0.00	-£90.00
192	Long-term Investments Interest	£300.00	£0.00	-£300.00
193	Nationwide BS Interest	£0.00	£0.00	£0.00
194	PayPal Account Cashback Bonus	£0.00	£7.44	£7.44
200	Community Centre	£9,200.00	£10,999.49	£1,799.49
<b>Total Council</b>		£177,439.00	£182,808.39	£5,369.39
<b>Total Income</b>		£177,439.00	£182,808.39	£5,369.39



# Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/21

		2021/2022	Actual Net	Balance
<b>EXPENDITURE</b>				
<b>Council</b>				
215	Salaries Inc Pensions	£94,000.00	£72,119.67	£21,880.33
220	Staffing Expenses	£2,820.00	£2,179.70	£640.30
225	General Administration	£14,050.00	£11,275.30	£2,774.70
230	Street Lighting	£1,900.00	£877.05	£1,022.95
231	Streetlighting - Capital Expenditure	£1,400.00	£2,540.07	-£1,140.07
240	Allotments	£700.00	£141.88	£558.12
260	Parish Maintenance	£7,750.00	£9,426.14	-£1,676.14
261	Winter Gritting Provision	£1,000.00	£0.00	£1,000.00
265	Church Grounds Maintenance	£1,400.00	£0.00	£1,400.00
270	Land Administration	£750.00	£0.00	£750.00
280	Playground Upkeep	£3,600.00	£1,931.29	£1,668.71
281	Play Area & Playing Fields Capital Expenditure	£20,000.00	£4,839.51	£15,160.49
282	RESERVE - Newtown Improvements	£0.00	£3,070.00	-£3,070.00
285	Tourism	£500.00	£0.00	£500.00
290	RESERVE - Community Grants	£1,000.00	£1,499.37	-£499.37
300	RESERVE - Community Transport	£6,645.00	£2,332.56	£4,312.44
310	Ranger Vehicle	£1,910.00	£1,523.33	£386.67
350	Electric Vehicle Chargepoints	£0.00	£4,660.01	-£4,660.01
400	Community Centre	£12,250.00	£7,998.28	£4,251.72
401	Building Supervisor Salary	£9,800.00	£1,096.10	£8,703.90
405	RESERVE - Community Centre Capital Exp.	£20,000.00	£6,435.00	£13,565.00
406	RESERVE - Ginnel improvements	£20,000.00	£0.00	£20,000.00
407	RESERVE - Newtown Capital Expenditure	£25,000.00	-£2,590.00	£27,590.00
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	£2.66	-£2.66
500	Hanging Baskets	£4,500.00	£4,785.44	-£285.44
600	Village Events	£7,350.00	£8,316.67	-£966.67
660	CCTV Contribution	£3,820.00	£3,818.89	£1.11
670	RESERVE - Neighbourhood Plan	£0.00	£0.00	£0.00
<b>Total Council</b>		£262,145.00	£148,278.92	£113,866.08
<b>Total Expenditure</b>		£262,145.00	£148,278.92	£113,866.08
Total Income		£177,439.00	£182,808.39	£5,369.39
Total Expenditure		£262,145.00	£148,278.92	£113,866.08
<b>Total Net Balance</b>		<b>-£84,706.00</b>	<b>£34,529.47</b>	

Proposed amendments to Disley Parish Council Specific Reserves – 22nd December 2021**1. Footpath CC-Market Street (Ginnel)**

For work relating to the resurfacing and improvement of the ginnel between the Community Centre car park and Market Street.

£20,000 currently in the Reserve at 22/12/2021.

Expenditure approved 09/12/2021 – Minute Ref: 2199

*Proposed to retain £20,000 reserve.*

**2. Community Centre Development**

For work relating to on-going improvements of the Community Centre.

£10,767.13 currently in the Reserve at 22/12/2021.

*Proposed to retain this balance for future works.*

**3. Community Transport – Operational Reserve**

For income and expenditure relating to the Disley Community Bus.

£1,287.53 currently in the Reserve at 22/12/2021.

*Propose no change.*

**4. Allotment Deposits**

Ring-fenced tenant deposit payments received.

£591.85 currently in the Reserve at 22/12/2021.

*Propose no change.*

**5. Community Grants**

To monitor Parish Council Community Grant payments.

£1,988.35 currently in the Reserve at 22/12/2021.

*Propose increase by £1,000 as agreed for the 2021/22 budget. Transfer from General Fund.*

**6. Working balance reserve**

Identifies the Council's agreed 25% of precept as a working balance reserve.

£38,818 currently in the Reserve at 22/12/2021.

*Propose increase by £1,562 to reflect increased 2022/23 precept figure of £161,520. Transfer from General Fund.*

**7. Unallocated Capital Expenditure Reserve**

Unallocated balance of proceeds from sale of former Council Offices at 19 Buxton Old Road.

£53,539.28 currently in the Reserve at 22/12/2021.

*Propose £3,000 transfer to Community Bus Replacement Reserve as annual depreciation allowance.*

**8. Election/Referendum Reserve**

To cover unanticipated election/referendum costs.

£2,000 in the Reserve at 22/12/2021

*Propose no change.*

**9. Community Bus Replacement Reserve**

Provision for cost of replacement bus at £3,000 p.a.

£12,000 currently in the Reserve at 22/12/2021.

*Propose £3,000 transfer from Unallocated Capital Expenditure Reserve as annual depreciation allowance for 2021/22 and £3,000 for 2022/23.*

**10. Newtown Playing Fields Improvements Reserve**

To include play area improvements, nature trail and environmental initiatives

£10,430 currently in the Reserve at 22/12/2021.

*Propose no change.*

**11. Arnold Rhodes Playing Fields Improvements Reserve**

To include replacing timber adventure trail.

£10,000 currently in the Reserve at 22/12/2021.

*Propose no change*

Total of Specific Reserves at 22/12/2021 = £165,760.34

Total General Fund/Working Balance at 22/12/2021 = £79,108.46

**APPROVED BY COUNCIL:** .....

**MINUTE REF:** .....

Richard Holland  
Parish Clerk  
22/12/2021



Proposed amendments to Standing Orders – January 2022

1. Item 10 (b) (xiv) – “record every planning application notified to the Council and the Council’s response to the local planning authority in a book (or electronic folder) held for such purpose.”
2. Item 18 (e) – A completed draft annual governance and accountability return (AGAR) shall be presented to all councillors ~~at least 14 days~~ prior to anticipated approval by the Council.

Proposed amendments to Financial Regulations – January 2022

1. Item 3.1 - 3.1. The RFO must each year, by no later than the end of November, prepare detailed estimates of all receipts and payments including the use of reserves and all sources of funding for the following financial year in the form of a budget to be considered by the Finance ~~& General Purposes~~ committee and the council.
2. Item 4.4 - The salary budgets are to be reviewed at least annually ~~in November~~ for the following financial year and such review shall be evidenced by a hard copy schedule signed by the Clerk and the Chair of the Council ~~or relevant committee~~.
3. Item 4.5 - In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk’s judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of ~~£500~~ £1,000.
4. Item 5.2 - The RFO shall prepare a schedule of payments requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule to the council, ~~or finance committee~~. The council ~~/committee~~ shall review the schedule for compliance and, having satisfied itself shall authorise payment by a resolution of the council, ~~or finance committee~~. The approved schedule shall be ~~ruled off and~~ initialled by ~~the Chair of the Meeting~~ two of the appointed cheque signatories.
5. Item 5.4 - The RFO shall examine invoices for arithmetical accuracy and ~~analyse~~ allocate them to the appropriate expenditure heading. The RFO shall take all steps to pay all invoices submitted, and which are in order, at the next available council ~~or Finance Committee~~ Meeting.
6. ~~For each financial year the Clerk and~~ RFO shall draw up a list of ~~due payments~~ payees authorised for payment by Direct Debit and payees authorised for payment by BACS transfer. ~~which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively, Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which council (or a duly authorised committee,) may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are~~

~~adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council or Finance Committee.~~

7. Item 5.7 - Delete as covered by 5.2.
8. Item 6.4 - 6.4. Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council ~~or committee...~~
9. Item 6.11 - Where a computer requires use of a personal identification number (PIN) or other password(s), for access to the council's records on that computer, a note shall be made of the PIN and Passwords and shall be ~~handed to and~~ retained ~~by the Chair of Council~~ in the council safe in a sealed dated envelope. ~~This envelope may not be opened other than in the presence of two other councillors.~~ After the envelope has been opened, in any circumstances, the PIN and / or passwords shall be changed as soon as practicable. ~~The fact that the sealed envelope has been opened, in whatever circumstances, shall be reported to all members immediately and formally to the next available meeting of the council.~~ This will not be required for a member's personal computer used only for remote authorisation of bank payments.
10. Item 8.3 - The council will arrange with the council's Banks and Investment providers for the sending of a copy of each statement of account to ~~the Chair of the council at the same time as one is issued to~~ the Clerk or RFO. A copy of such statements will be made available to the Chair of Finance for reconciliation purposes.
11. Item 14.2 - No tangible moveable property shall be purchased or otherwise acquired, sold, leased or otherwise disposed of, without the authority of the council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed ~~£300~~ £1,000.

Once approved, a full copy of the revised Standing Orders and Financial Regulations will be published on the Disley Parish Council website.

Richard Holland  
Parish Clerk  
22/12/2021