



# DISLEY PARISH COUNCIL

**Richard Holland** *Disley Parish Clerk*

Tel: 01663 762726

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

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3<sup>rd</sup> March 2022

Dear Councillor,

You are summoned to attend an **Ordinary Meeting** of Disley Parish Council on **Thursday 10<sup>th</sup> March 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 continuing to adopt a cautious approach to the lifting of COVID-19 restrictions. Although the wearing of face coverings is no longer mandatory, all attendees at the meeting will be requested to do so. Increased room ventilation will also remain in operation.

Members of the public wishing to make a comment or ask a question at the meeting, can 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
4	To receive the Chair's Report

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



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5	To agree as a true and accurate record, the minutes of the Council Meeting held on 10 <sup>th</sup> February 2022.
6	To receive Cheshire East Councillors' Report
7	To consider an update of the Parish Council Project Teams for 2022
8	To receive Appendix D - the Disley Parish Council Projects List.
9	<b>Community Centre &amp; Environs</b> 9.1 To note the minutes of the Community Centre & Environs Project Team meeting held on 25 <sup>th</sup> February 2022.
10	<b>Leisure Facilities Improvements</b> 10.1 To receive an update on the Newtown Changing Rooms Project.
11	<b>Streetscene</b> 11.1 To note an updated Streetscene report for Area 2 – Disley Village Centre.
12	<b>Village Events</b> 12.1 To note the minutes of a Village Events Project Team meeting held on 20 <sup>th</sup> January 2022.
13	<b>Village Health &amp; Well-being</b> 13.1 To note the notes of a Village Health & Well-being Project Team meeting held on 24 <sup>th</sup> February 2022. 13.2 To note the feedback from the Healthwatch Cheshire East team visit to Disley in October 2021. 13.3 To note an East Cheshire NHS Trust and Stockport NHS Foundation Trust survey into health and care services.
14	To approve the 2022 update of the Disley and Newtown Parish Strategy 2022-2023.
15	To consider a resident email regarding air quality issues in Disley.
16	To consider a public consultation on the 2023 Constituency Boundary Review.

Items highlighted in grey require a Council resolution.





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17	To consider a High Peak Borough Council invitation to speak at a public meeting regarding the Toddbrook Reservoir repairs planning application.
18	To consider the Disley Parish Council Risk Assessment for 2022.
19	To consider an update of the Disley Parish Council Complaints Procedure.
20	To note a Quarter 3 CCTV report received from Cheshire East Council.
21	To note Appendix C – Meetings and Events Schedule.
22	To consider Planning Applications as listed on Appendix. B.
23	To note Planning Decisions as listed on Appendix B.
24	To note the recommendations and follow-up action of the Interim Internal Audit conducted on 19 <sup>th</sup> January 2022.
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 a Financial Statement for the period to 28 <sup>th</sup> February 2022.
28	To resolve that Agenda PART 2 shall exclude the public and press for reasons that their presence would be prejudicial to the public interest due to the confidential nature of the business to be transacted or for other special reasons under Standing Order 1(c).

## **A G E N D A – P A R T 2**

29	To consider revised salary increments for Parish Council officers for 2022/23.
30	To consider a report on the provision of village hanging baskets for 2022-2024.

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

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 10<sup>TH</sup> FEBRUARY 2022 AT DISLEY COMMUNITY CENTRE**

<b><u>Present:</u></b>	Cllrs. Mrs Birchall, Mr. Birchall, Brownbill, Hutchins, Pattison and Windsor.  Start time: 7.05pm
2347	<b><u>To receive any Apologies for Absence.</u></b> Apologies were received from Cllr. Adams who was self-isolating.
	In Cllr. Adam's absence, Cllr. Brownbill chaired the meeting as Vice Chair of the Council.
2348	<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.
2349	<b><u>Public Forum</u></b> No members of the public were in attendance.
2350	<b><u>To receive the Chair's Report</u></b> Cllr. Brownbill had been asked by the Chair to thank Members for their input into the recent Disley and Newtown Parish Strategy meeting. The Clerk was asked to add the update strategy to the March Council meeting agenda for formal approval. Cllr. Brownbill reminded the meeting of the Air Quality Question and Answer session booked with Cheshire East on 16 <sup>th</sup> February 2022 at 2.30pm.
2351	<b><u>To agree as a true and accurate record, the minutes of the Council Meeting held on 13<sup>th</sup> January 2022.</u></b> <b>Proposed:</b> Cllr. Mrs Birchall <b>Seconded:</b> Cllr. Windsor Unanimously agreed
<b>Resolved</b>	<b><i>That the minutes of the Council Meeting held on 13<sup>th</sup> January 2022 are a true and accurate record.</i></b>
2352	<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.
2353	<b><u>To receive Appendix D - the Disley Parish Council Projects List.</u></b> <div align="right"><b>Received</b></div>
2354	<b><u>Highways Maintenance and Improvements</u></b> <b><u>To note updates following a Highways Maintenance and Improvements Project Team meeting on 19<sup>th</sup> January 2022.</u></b>

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



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 10<sup>TH</sup> FEBRUARY 2022 AT DISLEY COMMUNITY CENTRE**

	<p>Cllr. Brownbill provided an overview of the meeting updates and highlighted the winter gritting issues. Cllr. Mrs Birchall reported that Cheshire East were due to review gritting provisions for 2022/23 in March 2022.</p> <p align="right"><b>Noted</b></p>
2355	<p><b><u>To note the Parish Council response to the Cheshire East Draft Speed Management Strategy.</u></b></p> <p>Cllr. Brownbill reported that he had subsequently added concerns regarding proposed changes to Speed Indicator Device (SID) regulations. It was noted that the Parish Council needed to retain control of SID provision in the village.</p> <p>Cllr. Brownbill also reported that National Trust Lyme had submitted a response to the Draft Speed Management Strategy.</p> <p align="right"><b>Noted</b></p>
2356	<p><b><u>Leisure Facilities Improvements</u></b></p> <p><b><u>To receive an update on the Newtown Changing Rooms Project.</u></b></p> <p>Cllr. Pattison reported that the independent surveyor had surveyed the works and that his report was due shortly.</p> <p align="right"><b>Noted</b></p>
2357	<p><b><u>To consider a report on wildlife enhancement at Newtown Playing Fields – Deferred from January 2022.</u></b></p> <p>Councillors agreed that this item be included in the Project Teams review (Item 2361).</p>
2358	<p><b><u>Streetscene</u></b></p> <p><b><u>To receive a Streetscene report for Area 2 – Disley Village Centre.</u></b></p> <p>Cllr. Windsor highlighted that the report concentrated on the areas of PRIDE planting in the village and that other village centre areas would be assessed at a later date.</p> <p align="right"><b>Received</b></p>
2359	<p><b><u>Village Events</u></b></p> <p><b><u>To note a letter from Disley Parish Council to Cheshire East regarding Remembrance Sunday traffic management.</u></b></p> <p align="right"><b>Noted</b></p>
2360	<p><b><u>To approve the purchase of Remembrance Sunday traffic management services for 2022.</u></b></p> <p><b>Proposed:</b> Cllr. Mrs Birchall  <b>Seconded:</b> Cllr. Pattison          Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the purchase of Remembrance Sunday traffic management services for 2022 is approved.</i></b></p>

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

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 10<sup>TH</sup> FEBRUARY 2022 AT DISLEY COMMUNITY CENTRE**

2361	<p><b><u>To consider the Council's major projects for 2022/23 and consider changes to Council Project Teams.</u></b>  Councillors agreed that a new project team would be created to take forward Newtown environmental improvements. Cllrs. Pattison, Adams, Windsor and Hutchins and the Parish Clerk agreed to be on this team. Councillors also agreed that the Council's major projects for the next 12/18 months would be Community Centre and Environs improvements and Newtown environmental initiatives.  <b>Proposed:</b> Cllr. Hutchins  <b>Seconded:</b> Cllr. Windsor  Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That a new project team would be created to take forward Newtown environmental improvements and that the Council's major projects for the next 12/18 months would be Community Centre and Environs improvements and Newtown environmental initiatives.</i></b></p>
2362	<p><b><u>To note Disley Parish Council questions and consultation response to the Cheshire East Council Medium Term Financial Strategy.</u></b></p> <p align="right"><b>Noted</b></p>
2363	<p><b><u>To note a joint statement on remote meeting provision for councils.</u></b>  The Clerk was asked to investigate the signature link and inform Councillors if they could sign individually.</p> <p align="right"><b>Noted</b></p>
2364	<p><b><u>To re-approve the Disley Parish Council Freedom of Information Publication Scheme.</u></b>  <b>Proposed:</b> Cllr. Mrs Birchall  <b>Seconded:</b> Cllr. Mr Birchall  Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the Disley Parish Council Freedom of Information Publication Scheme is re-approved.</i></b></p>
2365	<p><b><u>To receive an update on Disley and Newtown Cycling Initiatives.</u></b>  Cllr. Mrs Birchall reported that she had responded to Cheshire East asking for details of the latest round of Dept. of Transport funding for cycling and walking.</p> <p align="right"><b>Received</b></p>
2366	<p><b><u>To receive an update on the Thomas Ouffs Charity – Deferred from January 2022.</u></b>  Cllr. Pattison reported that she had received a response from the Charities Commission and was due to meet the Lyme Ranger on site to discuss the land next week. Cllr. Pattison said she would prepare a report for Council consideration at the April meeting.</p> <p align="right"><b>Received</b></p>

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



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

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
HELD ON THURSDAY 10<sup>TH</sup> FEBRUARY 2022 AT DISLEY COMMUNITY CENTRE**

	<p><b>22/0189M</b> Demolition of the existing garage. Erection of side, rear and first floor extension and new double garage. Widened driveway, new front boundary wall and landscape works. <b>46 The Ridgeway, Disley SK12 2JQ</b></p> <p><b>Comments</b> <i>Disley Parish Council has no objection to this application</i></p> <p><b>22/0192M</b> Detached garage with homeworking studio and storage over <b>Lower Woodend Cottage, Strines Road, Disley SK6 7GN</b></p> <p><b>Comments</b> <i>Disley Parish Council has no comments on this application</i></p> <p><b>22/0233M</b> Proposed detached garage as previously approved <b>Riverswood, Strines Road, Disley SK6 7GN</b></p> <p><b>Comments</b> <i>Disley Parish Council has no objection to this application</i></p> <p><b>21/3689M</b> Retrospective application for raised decking to rear of bungalow and glass balustrade <b>15 Dane Bank Drive, Disley SK12 2BD</b></p> <p><b>Comments</b> <i>Disley Parish Council has no comments on this application</i></p> <p><b>Proposed:</b> Cllr. Windsor <b>Seconded:</b> Cllr. Mrs Birchall Unanimously agreed</p>																																				
<b>Resolved</b>	<b><i>That the Planning Applications as listed on Appendix. B. are approved</i></b>																																				
2372	<p><b><u>To note Planning Decisions as listed on Appendix B.</u></b></p> <p style="text-align: right;"><b>Noted</b></p>																																				
2373	<p><b><u>To note payment of Accounts as listed on Appendix. A. (1)</u></b></p> <table><tr><th><b>Trans</b></th><th><b>Cheque</b></th><th><b>Payee</b></th><th><b>Amount</b></th></tr><tr><td>1798</td><td>BACS/240122 /SLCC</td><td>SLCC - Annual Membership Fee</td><td>£270.00</td></tr><tr><td>1799</td><td>BACS/240122 /FARLEY</td><td>Dave Farley Electrical Ltd - Removal and disposal of traders Christmas trees</td><td>£300.00</td></tr><tr><td>1800</td><td>BACS/240122 /CID</td><td>Cheshire Industrial Doors Ltd - Servicing of roller shutter and main sliding door</td><td>£217.50</td></tr><tr><td>1801</td><td>BACS/240122 /SHIRES</td><td>Shires Pay Services Ltd - Payroll services - January 2022</td><td>£71.28</td></tr><tr><td>1802</td><td>BACS/240122 /AWARD</td><td>Award Cleaning Services - Community Centre window cleaning</td><td>£23.00</td></tr><tr><td>1803</td><td>BACS/240122 /SCARTER</td><td>Stephen Carter - Safety boots and chain oil</td><td>£47.98</td></tr><tr><td>1804</td><td>BACS/240122 /PLANTSCA</td><td>Plantscape - Winter planting</td><td>£144.00</td></tr><tr><td>1805</td><td>BACS/240122 /POZITIVE</td><td>Positive Energy - Community Centre Gas Charges 07/12/2021 to 05/01/2022</td><td>£1,596.54</td></tr></table>	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>	<b>Amount</b>	1798	BACS/240122 /SLCC	SLCC - Annual Membership Fee	£270.00	1799	BACS/240122 /FARLEY	Dave Farley Electrical Ltd - Removal and disposal of traders Christmas trees	£300.00	1800	BACS/240122 /CID	Cheshire Industrial Doors Ltd - Servicing of roller shutter and main sliding door	£217.50	1801	BACS/240122 /SHIRES	Shires Pay Services Ltd - Payroll services - January 2022	£71.28	1802	BACS/240122 /AWARD	Award Cleaning Services - Community Centre window cleaning	£23.00	1803	BACS/240122 /SCARTER	Stephen Carter - Safety boots and chain oil	£47.98	1804	BACS/240122 /PLANTSCA	Plantscape - Winter planting	£144.00	1805	BACS/240122 /POZITIVE	Positive Energy - Community Centre Gas Charges 07/12/2021 to 05/01/2022	£1,596.54
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Signed: \_\_\_\_\_



**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
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	1806	BACS/240122 /STAYLOR	Steven Taylor - Safety boots	£39.99
	1807	BACS/240122 /RHOLLAND	Richard Holland - Ranger vehicle - power steering repair, service and replacement brakes	£673.98
	1808	DD/100122/O PUS	Opus Energy Ltd - Community Centre Electricity - 24/11/2021 to 24/12/2021	£562.76
	1809	DD/100122/SS E-1	SSE Swalec - Electricity costs for Newtown Changing Rooms - 01/10/2021 to 22/12/2021	£113.32
	1810	DD/100122/SS E-2	SSE Swalec - Electricity costs for Fountain lighting - 22/09/2021 to 23/12/2021	£24.71
	1811	DD/121022/A LLSTAR	Allstar - Community bus and Ranger van fuel	£246.56
			Salaries & Wages	3271.03
				<b>£7,602.65</b>
				<b>Noted</b>
2374	<b><u>To approve payment of Accounts as listed on Appendix. A. (2)</u></b>			
	<b>Trans</b>	<b>Cheque</b>	<b>Payee</b>	<b>Amount</b>
	1812	BACS/250122 /IRVING	Irving Associates/Sean Marshall - Newtown Changing Rooms - Technical Survey	£780.00
	1813	BACS/110222 /DSWEST	D S West Motors - Community bus safety inspection	£48.00
	1814	BACS/110222 /EEGAN	Eithne Egan-Bull - Community Centre bulbs and cleaning materials	£42.92
	1815	BACS/110222 /INTERSAF	Intersafety Industrial Protection - Workwear - Sweatshirts, T-shirts and Hi-Viz waistcoats	£76.20
	1816	BACS/110222 /TOMLINSON	A H Tomlinson Parbans Ltd - Screws	£4.15
	1817	DD/310122/BT -1	British Telecommunications Plc - Broadband Services - Jan, Feb, March 2022	£90.36
	1818	DD/310122/BT -2	British Telecommunications Plc - Phone charges - 01663 764019 - Jan, Feb, March 2022	£98.90
	1819	DD/240122/S WALEC	SSE Swalec - Electricity costs for village streetlighting - 02/12/2021 to 04/01/2022	£92.62

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

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL  
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	1820	DD/240122/BI FFA	Biffa Waste Services Ltd - Community Centre waste services - 25/12/2021 to 21/01/2022	£126.48
	1822	005940	Petty Cash - Petty Cash replenishment December 2021 and January 2022	£66.62
	1823	BACS/110222 /PAYPAL	PAYPAL - Debit Card Account - PayPal replenishment - January 2022	£283.82
				<b>£1,710.07</b>
			<b>Proposed:</b> Cllr. Mr Birchall <b>Seconded:</b> Cllr. Windsor Unanimously agreed	
<b>Resolved</b>	<b><i>That the payment of Accounts of £1,710.07 as listed on Appendix. A. (2) are approved.</i></b>			
2375	<b><u>To receive a Financial Statement for the period to 31<sup>st</sup> January 2022.</u></b> Received			
2376	<b><u>To review and approve the 2022 Asset Register.</u></b> The Clerk was asked to look at the costs of a building valuation for the Community Centre and consider the insurance valuation of the play equipment. <b>Proposed:</b> Cllr. Mrs Birchall <b>Seconded:</b> Cllr. Hutchins Unanimously agreed			
<b>Resolved</b>	<b><i>That the 2022 Asset Register is approved.</i></b>			
2377	<b><u>To approve a 31-month contract with SSE Energy for the supply of Community Centre electricity commencing 1<sup>st</sup> March 2023.</u></b> <b>Proposed:</b> Cllr. Pattison <b>Seconded:</b> Cllr. Mr Birchall Unanimously agreed			
<b>Resolved</b>	<b><i>That a 31-month contract with SSE Energy for the supply of Community Centre electricity commencing 1st March 2023 is approved.</i></b>			
<b>Resolved</b>	<b><i>That Agenda PART 2 shall exclude the public and press for reasons that their presence would be prejudicial to the public interest due to the confidential nature of the business to be transacted or for other special reasons under Standing Order 3 (d).</i></b>			

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



A G E N D A – P A R T 2

2378	<p><b><u>To consider an alteration to the working hours of the Parish Clerk.</u></b> The Clerk provided an overview of tasks that may be removed or reallocated from his workload to facilitate a reduction in working hours. Cllr. Pattison suggested that the new arrangement be reviewed in 3-months and Cllr. Brownbill requested that a new contract be drawn up. <b>Proposed:</b> Cllr. Windsor <b>Seconded:</b> Cllr. Pattison Unanimously agreed</p>
<b>Resolved</b>	<p><b><i>That the working hours of the Parish Clerk are reduced to 32 hours per week commencing 1<sup>st</sup> March 2022.</i></b></p>

The meeting concluded at 8.40pm

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

# Disley Parish Council Project Teams 2022

ITEM. 7.

PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS
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. Cath Birchall Cllr. Dominic Hutchins Cllr. Jackie Pattison Parish Clerk
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
Newtown Environmental	To undertake environmental initiatives at Newtown Playing Fields.	Cllr. Jackie Pattison	Cllr. Sue Adams Cllr. Dominic Hutchins Cllr. Jean Windsor Parish Clerk
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
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
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



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	02/03/2022 - Cllr. Mr Birchall - Councillors and group members received a presentation from CEC, that basically said monitoring will continue but no meaningful action will be taken. Arranging a further meeting of the group for 11/4/22 to see if there is anyway meaningful way forward. 30/11/2021 - Cllr. Mr Birchall - Meeting held on 25th November. Minutes and action points now available. 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.
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	01/03/2022 - Cllr. Mrs Birchall - Project meeting held on 25th Feb. Minutes presented to Council. 01/02/2022 - Cllr. Mrs Birchall - Repainting of Community Hall walls booked for early April. 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 the CEC.
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	01/03/2022 - Cllr. Adams - Up to 12 passengers on all trips from March 1st. Bookings going well. 01/02/2022 - Cllr. Adams - Now working on March/April trips 05/01/2022 - Cllr. Adams - Full programme of trips continues. Replacement key for lost one has been sourced. 30/11/2021 - Cllr. Adams - Bus trips programme very popular. Capacity restricted to 8 passengers apart from weekly shopper
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	01/03/2022 - Cllr. Adams - Good programme of trials for 28/02/2022 - Cllr. Brownbill - Notes submitted to Council following meeting 01/02/2022 - Cllr. Brownbill - Notes submitted to Council following meeting 19th January 2021. 02/01/2022 - Cllr. Brownbill - Report submitted to Council meeting on 13th Jan following project meeting on 6th December 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
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	01/03/2022 - Cllr. Pattison - Dane Hill Close play park: Rhianon Adams provided update. Trim trail being installed on 20th April & Cllr. Adams to contact Matt Smith, ANSA, for update re removal of old equipment & fallen tree plus details of ROSPA report and tree assessment. Possible opening event in early summer. Arnold Rhodes: Cllr. Pattison awaiting update from ANSA re outstanding works. DPC awaiting installation of new trim trail in March. Project team to meet with Parks' Ranger to receive update and discuss any other improvements. Newtown: DPC awaiting report from building surveyor. Looking at options for area behind MUGA. Date of next meeting - Mon 4th April at 7.00pm via Zoom.

PROJECT	OBJECTIVES	PROJECT LEAD	PROJECT TEAM MEMBERS	UPDATES
Newtown Environmental	To undertake environmental initiatives at Newtown Playing Fields.	Cllr. Jackie Pattison	Cllr. Sue Adams Cllr. Dominic Hutchins Cllr. Jean Windsor Parish Clerk	01/03/2022 - Cllr. Pattison - Inaugural project meeting booked for 8th March 2022.
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	01/03/2022 - Cllr. Windsor - Continuation of Streetscene Area 2 meeting is scheduled for 15th March 2022. 01/02/2022 - Cllr. Windsor - Report on Village Centre submitted to Council on 10th Feb. 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
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	28/02/2022 - Parish Clerk - Disley Community Showcase email to be sent to potential exhibitors. Poor community feedback to Queens Jubilee request. Early Christmas Extravaganza planning. 28/01/2022 - Parish Clerk - Project meeting on 20th January - Agreed traffic management for 2022 Remembrance Sunday, approach community re Queens Platinum Jubilee, start planning Disley Community Showcase, litter pick booked for 9th April. 29/12/2021 - Parish Clerk - Successful Christmas Extravaganza held. Project meeting booked for 20th January to review Remembrance and Extravaganza
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	01/03/2022 - Cllr. Adams - Notes from meeting held on 24/2 included in agenda pack. Launch email for Disley Volunteer Network sent 1/3 01/02/2022 - Cllr. Adams - 'Stand Strong' is going extremely well. Engaging with new social prescriber at Schoolhouse Surgery. Age UK Scams Awareness session to be arranged. 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



## Minutes of Community Centre and Environs meeting 25.2.2022

### **Present**

Richard Holland, Eithne Ethan-Bull, Cllr. Jean Windsor, Cllr. Sue Adams, Cllr. Jackie Pattison, Cllr. Cath Birchall

- It was noted that additional attendees were Jean in her role for the Streetscene group and Eithne as the Council's Building Supervisor with responsibility for Community Centre maintenance.
- The Project list was updated in the first instance noting the work that had been completed.

Internal - replacement of cupboards

External – Barrier protection for the parking area by back wall is a CEC matter and is in progress.

- On- going items were then split into sections and phases

### **Phase 1 - immediate**

Internal – Purchase of new chairs (with trolley), portable sound system with microphone, painting of walls and some ceiling area in hall. To go ahead in March and April with an application to Cheshire Community Foundation for @£2,000 as part of whole project cost.

**Action RH and CB**

### **Phase 2- 22/23 financial year**

Internal – Replacement of curtains and wall hangings and fabric notice board in hall to improve and assist sound issues.

**Action JP**

-Contact Methodist Church to request use of wooden floor sander – **Action CB**

-Roller shutter door replacement with safety brake – **Action RH**

External – Obtain quotes for removal and construction work on front hedge, relay paving, storage area and new signs as agreed during walk round. When all costs known work to be authorised by full council and funded from Capital provision already in place (£10,077 balance available).

**Action All**

### **Phase 3 -2023 onwards**

Assessment of remaining funds for Capital works and investigation of any community funding available for remaining large projects including new windows, improved acoustics, toilets up-grade, ginnel resurfacing and Conservatory type extension.

### **Next meeting**

28.4.2022 – 10.30 am





Planting area at top of Buxton Old Road	Under Disley Village Sign	N	Currently planted	Y	PRIDE had discontinued planting	PRIDE to check status as resident who took over planting this area has moved home
Planting area at top of Jacksons Edge Road	?	N	Currently planted	Y	PRIDE will continue planting	
Planting area at Newtown Disley	Under Disley Village Sign	N	Currently planted	N	PRIDE will discontinue planting as bins get left in the area	This was omitted from Project Area 1 Newtown Disley
Planter	Outside Five Hearts Dental Surgery along A6	Y	Currently planted	Y	PRIDE will continue planting	
Planter	Outside Schoolhouse Surgery	Y	Currently planted	Y	PRIDE will continue planting	
Planter	Outside Rams Head	Y	Currently planted	Y	PRIDE will continue planting	
Planter	Outside Podiatrist	Y	Currently planted	Y		This planter is maintained by Podiatrist as confirmed by PRIDE
Planter	At foot of Gritsone Trail	Y	Currently planted	Y	Was installed and planted by DPC	FODS will take over planting and watering
Small concrete pots	Outside Irving Associates	N	Currently planted	Y	PRIDE will continue planting	
Patch of empty ground x 2	To the side of Irving Associates	Y	Currently full of rubbish	Y	Rangers tidy front part	New owner of Irving Associated is planning to improve both interior and exterior of premises.
Milestone	In front of Disley Fountain	N	Currently dirty and paintwork faded	Y	Rangers to clean and refresh paint	
CBKV plaque	At lower edge of DPC notice board on Ram Green	Y	N/A	N/A		

**Attendees:** Cllrs. Adams, Mrs Birchall and Windsor; Richard Holland; Helen Richards

**Apologies:** Cllr. Pattison

**1. Remembrance Sunday** – a review of the event raised the following issues:

- Traffic management for 2022 – following a number of complaints regarding the traffic not being stopped for the 2 minutes silence and the wreath laying, we sought 3 quotes for traffic management services. Only 1 quote received (£785 +VAT) for signage, road closure and 2 operatives. We will provide 2-4 volunteers to assist on Jacksons Edge Rd and BOR (councillors / staff). The councillors present agreed that they would reluctantly be prepared to spend this sum in view of the adverse public reaction and the Clerk agreed to circulate all councillors for their response.

The Clerk will also check the cancellation conditions in the contract.

Cllr. Adams agreed to email the Chief Executive of CEC to make her aware of the impact in Disley of the removal of police involvement in road closures.

- PA system – it was agreed that we will continue to rely on the vicar's PA system and check the way it is set up in 2022. We will consider whether to hire a PA system for 2023.
- Wreath-bearer and attendee safety – the options including a ramp or railings were discussed and it was agreed that the Clerk would research what might be available as temporary handrails for the day.
- No other improvements were considered necessary.
- Wreath ordering process – as the RBL rep has retired, the options are
  - i) organisations to order and pay for their own wreaths from the RBL shop or
  - ii) the Parish Council take this on.

It was agreed that option 1 would be most efficient but with a suggestion that, if possible, the RBL deliver the wreaths to the council office for the organisations to collect.

Action – admin assistant to contact John Baker / RBL to discuss how we can make this work.

**2. Christmas Extravaganza**

- Relocation of fireworks base for safety – it was agreed that the Clerk would contact Lighttech to discuss this and enquire about options for silent fireworks with music, a drone display etc
- Time delay in light switch-on – this has now been fixed (issue with the transformer)
- It was agreed to place an order with Silk FM to maintain 2021 prices.
- Any other suggestions – as in 2021, no presents to be given out by Santa as the children just enjoyed visiting him at the grotto. The 'selfie' poster will be used as a festive decoration on the CC wall in future and not badged as a 'selfie wall'.



**3. Queen's Platinum Jubilee – 2<sup>nd</sup> June to 5<sup>th</sup> June 2022**

- It was agreed that the Parish Council will adopt a co-ordination role and ask the village for details of any events which are being organised over the long weekend. Emails to be sent to community organisations, businesses, Lyme and the Amalgamated and the request included in the e-Bulletin. We will collate details of all events for publicity purposes etc.
- It was agreed that we would wait to see if anyone has plans for the Big Jubilee Lunch on Saturday 4<sup>th</sup> June 2022 before considering whether to organise anything.

**4. Disley Showcase – 30<sup>th</sup> July 2022**

- An email is to be sent to the Disley Showcase group with details (showcase their group / possible demonstrations) and the timing (10.30am to 1.00pm) and asking for their commitment to book a table on a 1<sup>st</sup> come 1<sup>st</sup> served basis.
- We will liaise with Pam Jones at the library to see if they would like to make some space available.
- Options to have a blackboard showing details of any demonstrations and a café is also under consideration.

**5. Police Bike Marking**

- It was agreed that the bike marking event should be bolted on to other village events rather than as a stand-alone.
- Proposed dates are 9<sup>th</sup> April (litter pick), 30<sup>th</sup> July (Disley Showcase) and 20<sup>th</sup> August (Disley Show).
- The clerk to contact PCSO with these dates and offer to help with publicity via posters and e-Bulletin.

**6. Litter Pick – 9<sup>th</sup> April 2022**

- Usual process with admin assistant liaising with Ansa regarding the litter pickers, hoops and bags.

**7. Saturday coffee mornings** - these regular events have been disrupted since March 2020 and, whilst we have bookings throughout 2022, attendance at the events is uncertain due to the virus and the fact that they are not every week.

- publicity needs to be increased with a coffee morning poster (2 months at a time) and dates being announced each week at the Saturday coffee morning and Cuppa and a Chat.

- we agreed to review the process for 2023 with a view to trying a shorter period from March – October and trying to fill every date.

**8. A.O.B.**

- Disley Show Day is Saturday 20<sup>th</sup> August 2022

**9. Date of next meeting – Monday 14<sup>th</sup> March 10.30am**

## Notes from Village Health & Wellbeing Teams Meeting Thursday 24th February 2022

1. Present: Sue Adams, Richard Holland, Dom Hutchins, Genevieve Lamptey, Jean Windsor (note taker)  
Apologies: Liz Roberts, Clare Johnson

2. Brought forward from meeting Thursday 22<sup>nd</sup> July 2021 Twinkleboost  
This was passed on to Disley library.

3. Cheshire East initiative of volunteer network has been taken on at local level by Disley Parish Council. RH suggested this is called Disley Volunteer Network, which all agreed is a suitable name. There are 72 volunteers in total to date. RH will be emailing them next week to ensure all are happy to be contacted and retained on database. Forthcoming volunteering opportunities will be Litter Pick and Community Resilience Plan. Training including Defibrillator Training will be offered and paid for out of VCP funding obtained from Cheshire East.

4. Funds remaining from CE VCP grant of £5,000 stand at £4,338. Cost of setting up a web page is estimated to be £120 but not known at this stage if defibrillator training is free. Web page can also be used by organisations looking for volunteers.

5. Twelfth Man Mental Health Awareness Training has been completed by RH and Steve T. Steve C. and Dom to attend training session next week. Posters should then be available for display at village barbers, Probus, Football Club and Disley Amalgamated Sports Club.  
GL will be attending CRISIS launch meeting in Macclesfield on 28<sup>th</sup> February (urgent mental health support) and will feed back to this team.

6. SA is hoping to arrange training for health walks leaders as part of the Ramblers Wellbeing Walks for Cheshire East. The aim is to help people to become and stay more active. This is a short walks programme, and all walks are free. The training course is a one-day course for local volunteers. SA and JW will take this up and we hope to recruit other volunteer leaders.

7. The team discussed and gave GL details of services and support available in Disley and Newtown including activities for all age groups. Next time GL is in Disley she will collect available leaflets from DPC.

- Community Bus weekly shopping trip (DPC)
- Community Bus programme of trips (DPC)
- Cuppa an' a Chat (Community Group)
- Good Neighbours (Community Transport volunteers)
- Home Library Service (Disley Library/volunteers)
- Befriending (Home Library Service/St Mary's Church)
- Long Table Lunch (St Mary's Church)
- Dementia Support (Golden Memories Poynton)
- Winter Wellbeing Resources (CEC via Disley Library)



Disley Community Shop  
Stand Strong/Move More/Health walks (One You/Reed Wellbeing)  
Slimming World  
Line Dancing  
Allotments x 3 (DPC)  
Disley Footpaths Society/Towpath Group/FODS/PRIDE  
Probus  
Grumpy Old Men (St Mary's Church)  
U3A (New Mills)  
Basement Youth Club (Baptist Church)  
Disley Scouts and Girlguiding groups  
St Mary's Tots (St Mary's Church)  
Numerous other community groups/clubs/societies

8. RH will contact manageress of Co-Op to ascertain if DPC funding is required in addition to the memorial fund to purchase another defibrillator for the village to be sited at the Co-Op.

9. Next meeting on Thursday 19<sup>th</sup> May 10am on Teams.

## Bollington, Disley and Poynton



During our Healthwatch Across Cheshire activity between 20 September and 19 November 2021, Healthwatch Cheshire East and Healthwatch Cheshire West visited the following locations in the Bollington, Disley and Poynton Care Community using a promotional van to find out what matters most to people about their local health and care, and to share key information about health and care services:

- Wednesday 27 October, 9am-2pm - Disley Community Centre

At this event, we spoke to 40 people to signpost them to local services and talk to them about their views and experiences on health and care. We received 26 comments on services in total.

We were joined at this event by the End of Life Partnership and a local Parish Councillor, who were able to assist us with our conversations with the public, as well as signpost to services.

We had conversations in this Care Community with people about:

- The role of Healthwatch
- Access to GP services
- General health and wellbeing/self care
- Signposting information about local groups and services





- COVID-19 vaccinations and/or boosters
- Flu vaccinations
- Transport

The following details the comments received and conversations with people in this Care Community.

## GP Practices

Comments on GP Practices included:



- "I find it no trouble getting to the practice in Poynton. I just get the train and walk. When they joined up into the Middlewood Partnership they just seem to send everyone to Poynton. Seems like the area has got twice as many people but the number of doctors has remained the same. The area needs more doctors."
- "I don't mind the GP I think the partnership between Disley and Poynton works well. My daughter-in-law really likes the modern approach she uses the online services for the triage and will get a call back quickly to deal with her issues. Her kids can always get in to see the doctors".
- "The communication and continuity between GPs are not so good for the patients."
- "When I call it costs me money. I haven't accessed them during COVID I rang them about my Flu and COVID vaccine and they rang me back to sort out but they cancelled my flu vaccine."
- "I feel that it is very rare to see a GP. I did manage to get a blood test they tried sending me to Poynton, this is difficult due to the lack of transport routes in Disley. There are nurses which I believe are based at the GP."
- "I would like to see a doctor face-to-face. I ring up and I can't get any appointments for my fortnightly injections I normally get for managing anxiety. I have to wait which is therefore making my anxiety worse."
- "It is difficult getting to the GP in Poynton as there is no bus route and taxis are expensive. I spoke to the GP about my concerns of getting the COVID vaccine and was told by the GP to just go and get it and I was very poorly after having it."
- "I can't get a face-to-face appointment. When I use the press 5 function to get a call back I only seem to get given phone consultations."
- "When I call on my landline it costs me. It takes a while on the phone to be told you can press 5 to request a call back. However it is good when you know you can do this as you can just press 5 straight away to avoid costs."
- "Try to make an appointment on the phone, you can wait for three-quarters of an hour to get through to speak to the receptionist. Not all of us are online but find phone calls are lengthy and cost a lot of money we can ill afford."
- "I have a health condition that often suddenly gets worse and regularly puts me in A&E (Stepping Hill). I have a consultant at the hospital who after consultations sends a letter to my GP, which I also receive. In May, the consultant sent a letter asking the GP to check my blood pressure, the GP asked me to monitor my own and send results to the surgery. I then ended up back in A&E. In June, the consultant sent another letter to the GP asking the same thing. Again, I took in my own results and when I asked where last month's were, they admitted they were



lost and hadn't been looked at. I again ended up in hospital and in September, the consultant sent another letter asking them to check my blood pressure regularly and to make an alteration to my medication. The letter also finished saying 'This lady should be looked after in the community to prevent her presenting in A&E'. I still haven't heard anything from the GP at the end of October. I had a breast lump last year and they saw me straight away and got me straight to see someone in the hospital."

- "I have had an ongoing problem with my leg and have had a consultation on the phone with a GP but I feel as though he didn't believe me and it was very upsetting. I was diagnosed with breast cancer in August and the Practice were amazing and I couldn't fault them. I was all sorted in 2 months; I feel like they are quick with cancer."
- "I had my flu jab at Boots and emailed the GP surgery to let them know so they could update my records. There was no response at all, there is such poor communication. The surgery have been sending blanket text messages to all 4 Practices' patients that basically read 'we are very overwhelmed, don't contact us unless you're desperate and half dead.' My friend went to the pharmacy to collect her prescription and they hadn't received it so she went to the doctors in person and asked the receptionist. The receptionist opened a draw full of prescriptions and found his at the bottom of a very large pile. The surgery carried out 450 flu jabs at the community centre which was very successful."
- "Disley used to have a fabulous GP surgery but then it merged. They want us to use lots of IT and lucky we are quite good at that. Once my Husband had come out of a long stay in hospital from a brain haemorrhage, the GP never followed up, we had to initiate it as there was no communication between Salford Royal Hospital and our GP."
- "The perception is you can't get an appointment. The nurse at the surgery made my husband hand his licence in and stop driving because that meant that then the district nurses would have to go to him rather than going to the surgery twice a week. The district nurses don't give a time slot in which they will come, which means we can't go out that day and it's always a different nurse. They come from all over. It is easy to get hold of them though, if I need to cancel, I can just leave a voicemail."
- "The computer system is very good for simple questions and ordering medication but sometimes with more complicated issues a real conversation is needed. I also worry that when I die how will my husband cope, he has no IT skills and doesn't want to learn. How would he book an appointment and then get to the appointments? The Middlewood merger is not evolving as we were told it would. Each surgery was supposed to have a different specialty but it's not working."
- "It is hard to get a face-to-face appointment and it is frustrating not being able to have a real discussion in person. I used 'ask my GP' to request my vaccine, the GP replied to say to call the surgery and the receptionist didn't believe me then told me they are not doing it so to call 119. I have now booked online and am going to Hazel Grove, I had lots of options of where I could go. I have also had text from the GP to remind me to book my flu jab and covid booster but I am really confused because I have already had my flu jab at the pharmacy. I was having trouble with my ears and the nurse saw me and told me they needed to be syringed but that they did not do that anymore so I would have to pay for it and go to Boots which felt a bit DIY."



- "Disley keep trying to send me to Poynton but I can't walk that far and there is no direct bus. I am beginning the process of going private because I just can't keep going to Poynton. The surgery sent out St Johns Ambulance service to my home to give me all of my vaccinations. They have referred me to a specialist in Chinley but again there is no way to get there, I have no internet and they haven't offered me any way of getting there."
- "Since the merge of Middlewood its difficult to get an appointment. If you call Disley after 1pm they send you though to Poynton. Its further to travel to Poynton and they don't offer any help with travel. My 92-year-old friend got so confused she went to our practice and they said she was in the wrong place but she would never have been able to get there. They tell you that you have an assigned GP but you never see them. When my husband was unwell the GP called every Monday morning to check in on him. Then we got a call saying she had left and someone new would be calling. This was very sudden and distressing."
- "They were slow to come back regarding face sores. We are registered with Disley Practice but have to go down to Middlewood Practice in Poynton to be treated."
- "I find it hard to get an appointment, I ring up and they've all gone. It is making me not want to call them."
- "I need the Moderna vaccine due to my health condition. They're currently offering me AZ."
- "They are sending me to Poynton for my booster but it's too far for me."
- "Great Surgery. I got my Covid and Flu jabs at the surgery."

## Hospitals

Comments related to Macclesfield, Wythenshawe, Salford Royal and Stepping Hill hospitals:

- "They are great at dealing with people. I has blood poisoning as I got bitten by a cat and they kept me in the hospital for 8 days the male staff on the ward were great they built a great repour with the women making us feel at ease. The physio I had to help with my hand was great they worked well."
- "I was sent for a CT scan and the follow-up should have been in September. They never called and when I chased it up, they sent me a letter telling me it had been moved to November. The whole process will have taken 6 months. I feel let down."
- "They were amazing with my husband. He was transferred from Macclesfield Hospital very promptly and the communication with the hospital and family was great. The specialist consultant and nurses would call me daily with updates. When he was discharged it was me, him and two big bags and a long walk to the car. There was no help or wheelchair which made it very scary and stressful."
- "Harries Opticians referred me to Optegra who referred me to Macclesfield Hospital due to the beginnings of glaucoma. I have not heard anything back still and this was a few months ago."



## Pharmacies

Comments on Pharmacies included:

- *"The staff in there are lovely, friendly and very helpful."*
- *"I have had prescriptions missing off my order before."*
- *"I booked in at the pharmacy as my previous appointment had been cancelled."*
- *"Good vaccination experience. Nurses were good, gentle and efficient."*



## Care Homes

A comment was received from an individual about a local Care Home:

- *"It is fabulous, like a hotel. I used to go and have lunch with my friend who lives there, pre-Covid."*



## Other services

Comments on other services related to local dental practices, NHS119, social services, West Midlands Ambulance Service patient transport, and 999:

- *"I am very happy with it no complaints."*
- *"The dentist is lovely."*
- *"Called to get a COVID test however they sent me one and then I couldn't leave the house to post the completed test so they sent out a courier to collect."*
- *"No complaints they are good."*
- *"The service is good. The parking however is not great not all of Buxton Road has double yellow lines and there are some very aggressive drivers."*
- *"I called and registered my lateral flow test and received a confirmation email with my date of birth and name on which feels very unsafe and a breach of personal details. I won't be registering my results again."*
- *"My husband collapsed in August, we both thought he was dying, he was being sick and was unconscious. It took 40 minutes for the ambulance to come which was far too long. When the paramedics got there, they were telling us both off saying he mustn't have been taking his medication, it took them 20 minutes before they started to listen to me. He was actually having a brain haemorrhage."*
- *"My husband had an appointment at the Manchester Royal Infirmary, normally we use the local good neighbours service but that is too far for them. The appointment was both for a routine covid test and to see a consultant. Due to a covid test being involved the transport refused to take him and he had to cancel the appointment."*
- *"I work as a SENCO in a school and social services are overstretched, especially with children. The children often don't see the same social worker twice. I also think there is a real lack of joined up working with social services and all other organisations such as school and work places."*





### General health and wellbeing/ self care

Comments on general health and wellbeing and/or self care included:

- *"Good neighbours is great for allowing me to get out and about."*
- *"I enjoy being able to come to the library it is great and the community centre is wonderful, the Councillors we have are very understanding."*
- *"Why has covid taken precedence over cancer and terminal illnesses?"*
- *"I think we should all wear a facemask, it's not hard and it protects us from both Covid and colds and flu."*



### COVID-19 vaccines and/or boosters

Conversations regarding COVID-19 vaccines and/or boosters included:

- *"They sent me to Poynton for this."*
- *"My third COVID vaccine was delayed but I am now due to have it. I can't remember where though."*



**East Cheshire NHS Trust and Stockport NHS Foundation Trust are working together to understand how some health and care services could be improved and sustained in the future.**

The trusts have a long and successful track record of working together in collaboration. Many patients move between services at both organisations to receive their treatment and support as well as from other NHS trusts in Cheshire, in the Manchester area, and some areas of Derbyshire and Staffordshire.

We believe there are opportunities to strengthen our work together, and to develop new models of care and ways of working to deliver health services that:

**Deliver better outcomes for patients**

**Attract staff to work with us and stay with us**

**Give staff greater flexibility to develop their skills and experience**

**Make the best use of available resources**

**Ensure high-quality and sustainable services for the communities we serve**

COVID-19 has had a major impact on healthcare provision which has meant that the two trusts have already worked together to recover some services for patients. Advantages of this closer working relationship include working together to prioritise those in most need, maximise use of resources and skills, share equipment and make best use of our estates.

Due to the skills and dedication of our staff, good clinical services have been maintained. It is vital that this continues and where possible is improved for the future.

**Services provided at East Cheshire NHS Trust include those delivered at:**

- Macclesfield District General Hospital
- Congleton War Memorial Hospital
- Knutsford and District Community Hospital
- services based in the community.

**Services provided at Stockport NHS Foundation Trust include those delivered at:**

- Stepping Hill Hospital
- Devonshire Centre for Neuro-rehabilitation
- The Bluebell Transfer to Assess Unit
- services based in the community.





# Tell us what you think

East Cheshire NHS Trust and Stockport NHS Foundation Trust are working alongside the NHS Clinical Commissioning Groups in Cheshire and Stockport to understand how some health and care services could be improved and sustained in the future. Together, we have launched a period of stakeholder engagement with our patients, staff and other interested people in the areas we serve to ensure they are at the heart of the work we do.

A six-week listening exercise will run from Monday 22 February 2022 to midnight on Saturday 2nd April 2022 to gather opinions from health and care staff, patients, carers and local people. We want to know what currently works well, what could be improved, and whether there are any barriers that stop people from accessing health services.

## The services we want to hear about

We will be listening to opinions and experiences from health and care staff, patients, carers, and local people on what currently works well, what could be improved, and whether there are any barriers that stop people from accessing health services.



**Cardiology** - The branch of medicine that deals with heart conditions and some circulatory issues



**Critical care and anaesthetics** - This often includes intensive care, and involves specialist monitoring and treatment after complex surgery or a serious illness or injury



**Diabetes and endocrinology** - Diabetes affects the body's ability to break down carbohydrates and control the levels of glucose in the blood. Endocrinology is the treatment for hormone-related conditions



**Gastroenterology and endoscopy** - Gastroenterology is the branch of medicine that looks at stomach and digestive conditions. Endoscopy is a procedure which uses a camera to look inside your body



**General surgery** - A wide range of operations on different parts of the body



**Imaging (X-ray and radiology)** - Different ways of scanning your body to see what is happening inside



**Trauma and orthopaedics** - A wide range of conditions affecting bones, joints, ligaments, tendons, muscles and nerves



**Urgent and emergency care (A&E)** - The branch of medicine that cares for people with serious life or limb conditions. Patients can either go to the hospital themselves or be taken by ambulance



**Women's and children's services** - A range of services which treat conditions affecting women and children.

## We also want to hear what people think about:

- **Planned care** – Services a patient knows about in advance, rather than in an emergency. This can include follow-up outpatient appointments, a planned hospital admission or surgery as part of ongoing treatment
- **Community services** – These play a key role in keeping people well, treating and managing acute illnesses and long-term conditions, and supporting people to live independently in their own homes or a nursing / care home. There are a wide range of services, from district nursing and palliative (end of life) care for people with complex health and care needs, to health promotion services like school nursing and health visiting.

Listening to your views is vital to assist our clinicians in their conversations on how to further improve services. If this leads to any recommendations around potential changes to how services are to be delivered in the future, there will be further engagement and discussions with patients, staff and other interested people in the areas we serve.

## Get involved

There are several ways to give us your views:



Complete the following survey, or please **scan the QR code** to access the online survey



Request a paper or translated copy of the survey **01625 663918**



Send us an email **ecn-tr.localvoices@nhs.net**



Write to us at **Patient Experience Department, 2nd Floor New Alderley House, East Cheshire NHS Trust, Macclesfield District General Hospital, Victoria Road, Macclesfield, SK10 3BL**

We would be grateful if you could also encourage your colleagues, friends and family to complete this survey.

**Thank you for your time.**  
**Your feedback is essential and highly valued.**





**DISLEY PARISH COUNCIL**

# **DISLEY AND NEWTOWN PARISH STRATEGY 2020-2023**



Reviewed by Council: 1<sup>st</sup> February 2022

## Version Control

Version	Date	Reviewed by
Draft	26/08/2020	R Holland
V1	08/10/2020	Approved by Council
V2	31/12/2020	Public Consultation concluded
V3	24/03/2021	Disley Parish Councillors and Clerk
V4	01/02/2022	Disley Parish Councillors and Clerk

## Introduction

Disley Parish Council has been developing its priorities for the next four years and now wishes to present its Parish Strategy for 2020-2023.

The Parish Council has set out a vision for Disley and Newtown, the Council's Mission Statement and its core values. Below these are specific details of the Council's goals and objectives.

This document will be used to guide the Council until 2023, and we welcome feedback from our residents, businesses and visitors.

**Our Vision:** A compassionate, healthy and vibrant community in a village which has developed in a way that maintains its uniqueness, character and sense of community.

To achieve this, we will engage with and support our community, embrace the benefits of modern rural life and celebrate the local environment, history and heritage.

**Our Mission:** (Purpose) To be a listening and engaging council which will lead the community forward so that the village can realise its potential.

To this end, councillors and officers will work together and in partnership with others to champion the needs and wishes of the community. We will manage our resources effectively, operate sustainably and be an advocate and campaigning voice for the village.

**Our Core Values:** by which we will operate the Council are:

- Democracy
- Transparency
- Equality
- Respect
- Partnership working
- Community engagement
- Value for money
- Environmentally responsible



## **Council Goals:** which are supported by key objectives, to ensure the Council will:

1. Strive for an engaged, empowered and inclusive community
  - To make our communities as inclusive as possible.
  - To do all we can to improve communications.
  - To work with others to improve our locality and economy
  
2. Work to make the village environmentally responsible and more sustainable
  - To assist the community in achieving an environmentally responsible and more sustainable village.
  - To aim to influence the planning system for the benefit of the local community.
  - To raise the standards of our streetscene and gateways as a high priority, in order to make the village more attractive to residents, visitors, businesses and their customers.
  
3. Celebrate and protect our landscape, heritage and rural environment
  - To protect and enhance our local environment.
  - To support and, where appropriate, develop the range of leisure, sporting and landscape assets and enhance access and public enjoyment.
  - To protect and enhance our heritage.
  
4. Endeavour to make our village safer and healthier
  - To work with others to reduce the impact of traffic speeds and volumes as a high priority.
  - To work with others to minimise crime and anti-social behaviour.
  - To work with others to make sure our village is as safe as possible.
  - To work with others to improve residents' health and well-being.
  
5. Continuously develop the potential of the Council.
  - To develop capacity and a diverse skill base within the Council.
  - To deliver excellent services according to both needs and resident feedback.
  - To maintain and improve an integrated approach to management
  - To provide excellent communications and transparency.

## Overview

Disley Parish Council promises to continue to have strong communications with the community, using its power and influence as a small local authority to further the best interests of the village as a whole.

The Council will listen and respect all points of view and will exercise its duties with tolerance, patience and understanding in a fair and reasoned manner.

The Parish Council aims to lead by example, to operate effectively and efficiently, developing greater capacity and capability to achieve its priorities.

This summary forms the core of the Council's Parish Strategy and contains its broad goals through to 2023. The Council recognises that it cannot achieve everything on its own and will need to work with residents, other public bodies, community and voluntary groups and businesses for the village to reach its potential. In some areas the Council can only support others and lobby and influence. The Council will concentrate its efforts on those services and projects that make the greatest difference to the village and compliment all the good work being done by others.

The tables below contain the main actions necessary to deliver the Councils' goals and objectives and form the basis of its internal work plan. These actions help the Council to quantify the human and financial resources and equipment needed. The resources will be catered for in a medium-term financial plan. The Parish Strategy will be revised annually and will be evaluated 6-monthly at separate Parish Strategy meetings of the Council and will be referred to in the preparation of the Chair's Annual Reports.

## Key

C = Current goal

F = Future goal

## Responsible Committee/Outside body/Project Teams

**ADMIN** = Council administration.

**ALLOT** = Allotment Association representatives

**AQEI** = Air Quality & Environmental Improvements Project Team

**BUS** = Community Transport Team Project Team

**BUSIN** = Disley Business Group

**CCI** = Community Centre Improvements Project Team

**CHAIR** = Chair of the Council

**DPC** = Disley Parish Council – Cross-Council initiative

**DFS** = Disley Footpaths Society representatives.

**EVENT** = Village Events Project Team

**FINAN** = Finance Committee

**HM&I** = Highways Maintenance and Improvements Project Team.

**H&WB** = Health & Well-being Project Team

**LEIS** = Leisure Facilities Project Team

**NEWT** = Newtown Environmental Project Team

**PLANN** = Planning Committee

**NECCP** = North East Cheshire Community Partnership (previously Poynton Area Community Partnership) representatives

**STRE** = Streetscene Project Team

**TBD** = To be decided



<b>Goal 1: Strive for an engaged, empowered and inclusive community</b>		
<b>1. To make our communities as inclusive as possible</b>		
a. Should building development be necessary, to lobby for housing suitable for young people and the older generation.	C	PLANN
b. Continue to engage with Cheshire East Council (CEC) through the North East Cheshire Community Partnership, for the benefit of the village.	C	PACP
c. Lobby for service accessibility for the disadvantaged or hard-to-reach in our communities.	C	H&WB
d. Support and lobby for better access and facilities for those with disabilities.	C	H&WB
e. Build links with the Disley Primary School, local nurseries and youth organisations and inform young people of the work of the Council.	C	DPC
f. Send a Welcome Pack to all new residents.	C	ADMIN
g. Continue to support Remembrance Sunday.	C	EVENT
h. Continue to maintain a Directory of Youth facilities on our website.	C	ADMIN
i. Work with CEC to ensure a library remains in Disley	C	DPC
<b>2. To do all we can to improve communications.</b>		
a. Include relevant information from other organisations in the Disley News, eBulletin, website, social media and village notice boards.	C	ADMIN
b. Review the Council's channels of communication and develop a Communications Policy to better project the Council's role and public information.	F	DPC
<b>3. To work with others to improve our locality and economy</b>		
a. Encourage the involvement of a wider number of residents.	C	DPC
b. Continue to recognise community contributions through the Civic Awards.	C	DPC
c. Maintain a directory of clubs, societies and educational establishments on our website.	C	ADMIN
d. Support the annual Disley and Lyme Horticultural Show.	C	EVENT
e. Continue to facilitate the Disley Parish Council Christmas Extravaganza.	C	EVENT
f. Support our local Parochial Church Council, schools, clubs and voluntary organisations which take forward the objectives of this Strategy.	C	DPC
g. Act as an advocate and gateway to other agencies in order to resolve local issues.	C	DPC
h. Maintain a Business Directory on our website and take every opportunity to promote local businesses and "trade locally" campaigns.	C	ADMIN /BUSIN
i. Lobby to widen the number of destinations for local public transport links as appropriate.	F	TBD
<b>Goal 2: Work to make the village environmentally responsible and more sustainable</b>		
<b>1. To assist the community in achieving an environmentally responsible and more sustainable village.</b>		
a. Maintain high environmental standards and consider the environmental impact of all major council purchasing decisions.	C	DPC
b. Develop the longer-term sustainability of the village by working with others to address wider environmental issues and concerns.	F	AQEI
c. Plan and undertake tree planting schemes to make better use of the land we own at Newtown, with mixed woodland (including a community orchard) aimed at creating more habitats and improving biodiversity.	C	NEWT



<b>2. To aim to influence the planning system for the benefit of the local community</b>				
a.	Do everything possible to implement the policies of the adopted Neighbourhood Plan and use them to justify our observations on applications and planning policy consultations.	C	PLANN	
b.	Monitor CEC to use the Local Plan policies, to ensure that we have the right type and numbers of developments whilst ensuring that we do not lose 'the sense of place'.	F	PLANN	
c.	Continue to liaise with CEC to ensure we receive an appropriate share of CIL/S106 money and also lobby the principal council to use their share of CIL/S106 creatively for the benefit of the village.	C	PLANN	
d.	Lobby for proper provision to be made for additional demands on services and infrastructure, as development is approved within and adjacent to the village.	C	PLANN	
<b>3. To raise the standards of our public realm and gateways as a high priority, in order to make the village more attractive to residents, visitors, businesses and their customers.</b>				
a.	We utilise our Ranger Service to raise standards within our public spaces and consider mechanical sweeping of the village centre.	C	STRE	
b.	We will improve village gateways linking to the parish's heritage.	F	STRE	
c.	We will evaluate current Parish Council and CEC standards for public green open space and define standards to aspire to.	F	STRE	
d.	Continue to facilitate two community litter picks per year.	C	EVENT	
<b>Goal 3: Celebrate and protect our landscape, heritage and rural environment</b>				
<b>1. To protect and enhance our local environment.</b>				
a.	Continue to protect the green belt and local green spaces, monitoring them as necessary.	C	PLANN	
b.	Work with others to preserve and enhance the Village's biodiversity through supporting the retention, creation and improvement of the villages' natural assets including hedgerows and ponds.	C	DPC	
c.	Monitor performance and hold CEC to account for achieving the objectives of the Air Quality Management Area.	C	AQEI	
d.	Encourage resident involvement in maintaining public spaces.	C	DPC	
<b>2. To support and where appropriate develop, the range of leisure, sporting and landscape assets and enhance access and public enjoyment.</b>				
a.	Consider proposals for suitable open and inclusive new leisure and tourism developments.	C	LEIS	
b.	Lobby for additional and improved safe cycle routes.	C	LEIS	
c.	Encourage walkers by supporting the Disley Footpaths Society in maintaining and signposting the many footpaths in the village, as well as maintaining or enhancing public rights of way.	C	DFS	
d.	Continue to make available maps and leaflets on walks and heritage trails.	C	ADMIN	
e.	Continue the upgrading of the Parish Council's Play areas.	C	LEIS	
f.	Support the Friends of Dane Hill Close Play Area to improve the facilities at the CEC-owned Dane Hill Close Play Area.	C	LEIS	
<b>3. To protect and enhance our heritage.</b>				
a.	Developing the knowledge of history in the village and supporting the Local History Society.	C	DPC	
b.	Continue to develop a village history dimension on the Council's website.	C	ADMIN	



c. Continue to take a proactive role in managing our conservation areas and making information available.	C	PLANN
d. Continuing to maintain "Places to Visit" on our website and other promotions.	C	ADMIN
e. Further developing partnerships with the National Trust at Lyme.	C	DPC
<b>Goal 4: Endeavour to make our village safer and healthier</b>		
<b>1. To work to reduce the impact of traffic speed and volume as a high priority:</b>		
a. Support and promote speed reduction methods throughout the village and lobby for 20mph zones in appropriate locations.	C	HM&I
b. Notify highway works that are necessary to CEC.	C	HM&I
c. Continue to support free parking at the Community Centre and across the village.	C	HM&I
d. Prepare a Disley Parking Strategy	F	HM&I
e. Facilitate electric vehicle charging points in the village.	C	ENVIR
f. Provide additional bicycle parking at suitable village locations.	C	ENVIR
<b>2. To work with others to minimise crime and anti-social behaviour.</b>		
a. Publicise local Neighbourhood Watch initiatives.	C	DPC
b. Work with Police to disseminate information and report matters of concern.	C	DPC
c. Continue to support our PCSO and local Policing team.	C	DPC
d. Promote internet safety and support scams awareness initiatives.	C	H&WB
<b>3. To work with others to make sure our village is as safe as possible.</b>		
a. Support Cheshire Fire and Rescue in fire safety campaigns and disseminating information.	C	ADMIN
b. Work with the community and CEC to develop an updated Community Resilience Plan.	C	ADMIN
c. Issue home safety advice through events, our newsletter, eBulletin, website and social media etc.	C	ADMIN
d. Continue to support and fund CCTV in the village centre.	C	DPC
<b>4. To work with others to improve residents' health and well-being.</b>		
a. Continue to lobby to ensure adequate healthcare is available to our residents and act as a gateway to services.	C	H&WB
b. Maintain the directory of health services on the website.	C	ADMIN
c. Continue to issue health and well-being advice through events, the Disley News, eBulletin, website and social media etc.	C	ADMIN
d. Publicise information on air pollution standards and monitoring results.	C	AQEI
e. Maintain a directory of defibrillators and support them as needed.	C	H&WB
f. Publicise and signpost local "safe places" available to vulnerable people.	F	H&WB
g. Develop a Local Volunteer Network to encourage local volunteering.	C	H&WB
<b>Goal 5: Continuously develop the potential of the Council.</b>		
<b>1. To develop capacity and a diverse skill base within the Council</b>		
a. Through Councillor and Officer training and development.	C	DPC
b. Through continuous risk management.	C	ADMIN
c. Being creative in finding sources of external/additional funding.	C	DPC
d. Review the use of technology within the Council to improve efficiency.	C	ADMIN
<b>2. To deliver excellent services according to both need and consumer choice.</b>		
a. Continue to manage and maintain three allotment sites to a good standard and to allocate plots in accordance with our policy.	C	ALLOT
b. Continue to review the standards and facilities provided on our sites and the need for additional plots including for less able-bodied users.	C	ALLOT
c. Continue to manage and maintain the Community Centre and make facilities available to the community.	C	CCI
d. Continue to maintain our Village Ranger Service.	C	STRE
e. Continue to provide a Community Transport Scheme.	C	BUS

f.	Continue to offer an administration office/reception at the Community Centre to make Council services accessible to residents and to facilitate a "signposting" service to other public and voluntary organisations.	C	ADMIN
g.	Maintain our play areas and recreation space to a high standard.	C	ADMIN
<b>3.</b>	<b>To maintain and improve an integrated approach to management.</b>		
a.	Adopt a budget and precept each year and develop a 3-year medium Term Financial Plan.	F	FINAN
b.	Implement our Village Strategy through a Business Plan.	C	DPC
c.	Review our Financial Regulations, Standing Orders and Reserves policy annually.	C	DPC
d.	Maintain our Business Continuity Plan and expand it to identify critical tasks and suitable alternatives.	C	ADMIN
<b>4.</b>	<b>To provide excellent communications and transparency.</b>		
a.	Continue to publish the Annual Budget (including reserves) on our website.	C	ADMIN
b.	Review our Community Grant Scheme in accordance with the Corporate Strategy.	F	FINAN
c.	Produce a Chairs' Annual Report and Annual Finance Report.	C	CHAIR/ FINAN
d.	To issue two Disley News newsletters per annum and deliver to each village home and business.	C	ADMIN
e.	Maintain a website and social media with up-to-date information.	C	ADMIN
f.	Continue to publish both Internal and External Audit Reports on the Website.	C	ADMIN



23 February 2022

[REDACTED]

[REDACTED]

To : Disley Parish Councillors

**TEAMS MEETING WITH CHESHIRE EAST COUNCIL  
REPRESENTATIVES - 16 FEB 2022**

Thank you for arranging the above meeting with [REDACTED] Environmental Health Officer.

Slide 10 of [REDACTED]'s Power Point Presentation showed the NO2 Raw Results for 31 The Cresc., 9 Market St. and 58 Buxton Rd are all starting to develop worrying trends during the second half of 2021 consistently exceeding NO2 target again. December 21 results were said to show some improvement but in the ensuing Q&A's it was confirmed that these reflected the 7 day Xmas Holiday period. Clearly if economic activity continues to pick up following COVID, Disley Residents can again look forward to depressingly high levels of pollution and congestion. (see attached summary of Disley's results for 2021 )

One of the problems highlighted by [REDACTED] was the slow passage of traffic through Disley caused by queuing from as far as the Swann. Clearly traffic queuing on this scale can only add to the problem of Air Pollution particularly given the high level of HGV traffic. The problem is almost as bad coming from New Mills but no one should find this at all surprising.

The whole point of Phase 1 Mitigation was to slow down the traffic passing through the village in the flawed belief that motorists would find alternative ways to access the new road. In hind sight I believe that only a fool would have given this idea credence. It should be seen for what it was, a cynical ploy to overcome the obstruction thrown up by the Environmental Health people that was preventing the go ahead of the Airport Relief Road.

I have already articulated the health issues I have with [REDACTED]. No one can categorically pin point what has caused my condition but air borne toxins can contribute to the problem and are certainly to be avoided once you have the condition. This effectively means that as a resident of Disley I should avoid entering the centre of Disley during weekdays. The impact that Disley's poor air quality has on children with asthma does not bear thinking about and I am well aware of others in my age group who live close to the A6 in Disley who have serious bronchial problems.

Why isn't our elected politicians seeking to establish the extent of these health problems ? It is not beyond the wit of mankind to conduct a survey of residents

outlining the issues and seeking evidence of the impact poor air is having on residents. I do not live near the village centre but access it at my peril. Why is no one seeking to try and establish the extent of these problems ? are they fearful about what the results might tell us ? and how this might reflect on those who have been prepared to tolerate such dangers in our midst. It is plain and irrefutable that the A6/MARR scheme “ produced more winners than losers and the localised deterioration in air quality in Disley is clearly outweighed by the overall scale of benefits. ” For the greater good as [REDACTED] put it at the end of Wednesday’s presentation !

As you will all be aware this was a boast contained in the Report to the Secretaries of State for Transport and for Communities and Local Government in 2014 when authority was sought for the scheme. Perhaps politicians should now seek to compensate the residents of Disley by offering reduced community charges for having to suffer the consequences.

For a number of years now DPC, CEC and our local MP have recognised the problem of Air Pollution in our village but nothing significant has been done which comes close to moving things forward towards significant improvements.

Here are a few ideas which I would like you and our County Councillor to consider.

**COMMUNICATIONS** – very few of our residents are aware of the AQMA and what it represents. Only a fraction of Disley people are aware of the monthly NO2 results published by CEC. To my knowledge NO residents suffering from conditions impacted by air toxicity have ever been approached in order to establish the extent of the health problems that are developing or exist in our midst. This is wrong if local politicians really cared they would do something about it.

**MITIGATION** – so many false claims were made about the impact Mitigation would have as a deterrent to rising traffic levels in Disley. Given the significance that it played in smoothing the path to gaining authorisation for the new road it is scandalous that no Post Implementation Review has taken place. DPC should be putting pressure on CEC/SEMMS to undertake such an exercise.

**HGV TRAFFIC** – with 15% of our through traffic represented by heavily polluting HGVs one only has to make a cursory assessment of this stream to realise that we have a typical pareto situation where 70-80% of these vehicles coming through belong to 20-30% of the operators. [REDACTED] referred to this last Wednesday when he obliquely referred to quarry traffic. Has anyone ever considered talking to some of these operators in order to get over our problems in Disley where HGVs start to thunder through at 5-6 am. Clearly this a little radical in its approach and one would need to “ test the water ”

Crabtrees New mills, Lomas Buxton Loncliff Matlock are three companies whose vehicles can frequently be seen rolling through on the A6. If nothing else comes of it they would be aware of our feelings which might not be a bad thing in light of Andy Burnham’s Clean Air Zone.

**REPARATIONS** – it is undeniable that A6/MARR went ahead in the full knowledge that the health of Disley residents would be compromised further ( see attached extract from missive to HMG ). In my view our Councillors should be seeking reparation for the harm this has done to our village. All we are hearing from the A6 MP’s Group is an ongoing account of how they are working to secure improvements as they continue to “ kick the can down the road ” .

[REDACTED]



# CHESHIRE EAST AIR QUALITY MONITORING- NO2 DIFFUSION TUBE DATA 2021

	Ja21	Fe21	Ma21	Ap21	May-21	Jun-21	Jul-01 Au21	Se21	Oc21	Nov-21	Dec-21
31 The Cresc.	42.06	33.39	39.27	34.39	37.38	40.18	42.73	31.49	44.96	50.12	
58 Buxton Rd	41.05	30.16	38.74	21.7	36.24	33.12	36.37	30.62	44.02	48.15	
78 Buxton Rd.	22.36	17	20.37	19.48	18.51	18.43	20.28	14.43	19.92	24.89	
9 Market St.	48.75	35.08	48.07	43.65	42.78	47.42	50.32	47.7	59.44	65.66	
6 Buxton Road	26.6	21.63	24.24	22.89	22.42	22.69	23.67	20.35	27.53	30.44	
Disley RTAa*	44.33	33.74	45.2	33.03	38.93	41.16	42.32	32.42	48.13	53.5	
Disley RTAb*	43.46	32.69	48.17	35.52	38.62	42.13	42.99	29.57	48.86	62.86	
Disley RTAc*	44.85	30	48.47	34.6	39.25	42.13	44.2	30.23	44.58	58.41	

\* Real Time Analiser

assessment is up-dated by use of the latest emission factors (EFTv6.01) and most recent "gap analysis" (IAN170/12v3)<sup>58</sup>;

- a reduction in annual mean NO<sub>2</sub> and PM<sub>10</sub> concentrations for, respectively, 94% and 73% of the 8,236 receptors within the Greater Manchester AQMA compared with increases for 4.5% and 2%, although there would be increases of concentrations for both pollutants for the 104 receptors within the Disley AQMA<sup>59</sup>.

3.34 The significant overall benefit which the Scheme would give rise to, in air quality terms, is reflected in the fact that the receptors in exceedance which would be benefited by the Scheme outnumber those which would be adversely affected by a factor of 23<sup>60</sup>. The Scheme produces many more "winners" than "losers" in air quality terms and the localised deterioration in air quality in Disley is clearly outweighed by the overall scale of the benefits.

3.35 Some objectors contend that the Scheme would breach the requirements of the EU Air Quality Directive<sup>61</sup> simply because in a small number of instances there would be new exceedances of the air quality limit values. However, the Air Quality Directive places an obligation on national authorities to implement a regime whereby areas which are recognised as being in exceedance of relevant concentrations for specific pollutants are identified and requires the establishment of plans focused on the reduction in concentrations to bring them into line with the standards. The requirements are implemented through the Air Quality Regulations in the UK. An increase at a single or small number of receptors which results in exceedance of a standard does not constitute a breach under the Directive or Regulations.

3.36 In summary, SMBC is satisfied that its evidence demonstrates that there would be no such breach, and that in fact there would be an overall improvement in air quality as detailed above.

#### Nature Conservation and Ecology

3.37 Nature conservation was appropriately assessed in chapter 11 of the ES<sup>62</sup>. With regard to designated sites the Scheme would have a direct impact on Norbury Brook Site of Biological Interest by virtue of the loss of woodland habitat and localised modification to the watercourse. The woodland habitat affected would include ancient woodland at Carr Wood (covered in more detail below). Planting proposals provide for replacement woodland planting, although this cannot compensate for the loss of ancient woodland.

3.38 Habitats identified and agreed with the planning authorities for inclusion in the studies and assessments comprised: semi-natural broad-leaved woodland; semi-improved grassland; hedgerows; open water (ponds); and running water. The assessments noted the extent of loss of existing examples of these habitats and identified mitigation measures which would not only reduce and compensate the

<sup>58</sup> CD 4416

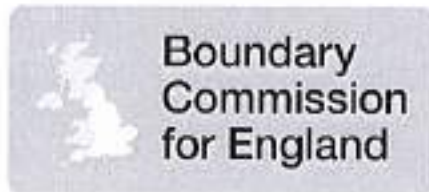
<sup>59</sup> See generally chapter 8 of the ES (CD 2092) and Doc MBS/5/1

<sup>60</sup> Paragraph 4.2 of Doc MBS/5/1

<sup>61</sup> CD 4403: European Clean Air For Europe Directive (2008/50/EC)

<sup>62</sup> CD 2092





## Constituencies are changing. Have your say now.

### What is the 2023 Boundary Review?

- The number of people represented by an MP is much higher in some constituencies than in others.
- The Boundary Commission for England is required by Parliament to conduct an independent and impartial review of all constituencies in England.
- The 2023 Boundary Review will rebalance the number of electors in each constituency, and increase the number of constituencies in England to 543.
- The Commission has launched a public consultation (22 February to 4 April) on the proposed new map of constituencies. You are invited to help improve these suggestions.

### How to have your say

- Go to **bcecreviews.org.uk** to view the proposed new constituencies and submit your feedback online.
- Or provide your views in person at a public hearing in your region. Check the location and dates for the hearing nearest you at **bit.ly/bcepublichearings** and book a slot to speak. Call us (see reverse) to book via phone instead.
- You can also submit your views via email or letter (see 'Get in touch' on the reverse of this sheet).
- Responses to the previous consultation are also available to view on **bcecreviews.org.uk**.
- Make sure your submission reaches the Commission before the 4 April deadline.

Follow **@BCEReviews** to keep up to date with Boundary Review news



## Frequently Asked Questions (FAQ)

### Have your proposals changed since the first consultation?

No. After the secondary consultation has concluded, we will analyse the responses sent in and decide on any changes to our proposals.

### Will this review favour one political party over another?

The Boundary Commission for England is independent and impartial. We will not take into account patterns of voting or the results of elections when reviewing constituency boundaries. The political parties' views on where boundaries should be do not carry any more weight than those of members of the public.

### Will the changes affect my local council services - bin collections or schools, for example?

No. The boundary changes only relate to parliamentary constituencies (the area an MP is elected to represent in Parliament). Services and council tax in your local area are set by your local authority and this review does not change local authority boundaries.

### When would the proposed changes take effect?

Our final recommendations will be submitted to Parliament by 1 July 2023, and the new constituencies will take effect at the next General Election thereafter.

### Will the name of my constituency change following the review?

Generally, the more a constituency has changed, the more likely it is that the BCE will recommend a change of name. The Commission welcomes views on the naming of proposed constituencies during the consultation.

### What happens at a public hearing?

Read our [Guide to public hearings](#) to find out everything you need to know about the hearings. It's available on our public hearings page: [bit.ly/bcepublichearings](https://bit.ly/bcepublichearings).

### Still have questions? Get in touch:



020 7276 1102



[information@boundarycommissionengland.gov.uk](mailto:information@boundarycommissionengland.gov.uk)

Boundary Commission for England  
35 Great Smith Street  
London  
SW1P 3BQ



[boundarycommissionforengland.independent.gov.uk](https://boundarycommissionforengland.independent.gov.uk)



Richard Holland  
Disley Parish Council  
Disley Community Centre off Buxton Old Road  
Disley  
Disley  
Cheshire  
SK12 2BB

28/02/2022

Dear Sir/Madam

**PUBLIC PARTICIPATION AT THE DEVELOPMENT CONTROL COMMITTEE**

<b>APPLICATION NUMBER</b>	HPK/2021/0607
<b>APPLICANT'S NAME</b>	Canal & River Trust
<b>LOCATION</b>	Toddbrook Reservoir Reservoir Road Whaley Bridge
<b>PROPOSED DEVELOPMENT</b>	Planning permission for the construction of a replacement spillway and associated dam infrastructure, replacement sailing club facilities including new access, replacement play equipment and park landscaping.

I am writing to you to in respect of the above planning application. Which is due to be considered by the Development Control Committee on **07/03/2022** at 1.30 p.m. at Octagon, Pavilion Gardens, st Johns Road, Buxton, SK17 6BE.

The Council has agreed to allow interested persons an opportunity to explain briefly their views in support of or against the application prior to the Committee's consideration and determination of the application. Please note that there is a time limit of 3 minutes for representations to be made for and 3 minutes for representations to be made against the application. If there is more than one person wishing to speak for or against an application, you will be asked to share the time, or to appoint a spokesperson.

If you would like to register to speak at the meeting, please contact Democratic Services (Tel: 01298 28400 ex. 2139 or email [democratic.services@highpeak.gov.uk](mailto:democratic.services@highpeak.gov.uk) by 5pm on the Wednesday before the Committee meeting. A Member of the Democratic Services team will then provide you with advice and instructions on how you will be able to access the meeting.

A copy of the officer's report to Committee can be found on our website at:  
<https://democracy.highpeak.gov.uk/ieListMeetings.aspx?Committeed=146>.

P.O. Box 136 Buxton SK17 1AQ

Phone 0845 129 77 77 or 01298 28400 Fax 01298 27639 Minicom 0845 129 48 76

E-mail [customer-services@highpeak.gov.uk](mailto:customer-services@highpeak.gov.uk) Website [www.highpeak.gov.uk](http://www.highpeak.gov.uk)

Mobile Text No. 078 0000 2262



General information on the planning process can be found on our website at:  
<https://www.highpeak.gov.uk/article/922/The-planning-process-explained>

Please note that it is not permitted to hand out photographs, plans or written statements at the meeting

Yours sincerely

Planning Support

Contact us at <https://www.highpeak.gov.uk/hp/council-services/planning-and-buildings>



# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
<b>Allotments</b>						
446 Environmental	Vermin.	Medium	3	Carry out 2022 Allotment Inspection visits - Spring and Autumn. All tenants have signed agreements with defined levels of upkeep. System of warning letters in place. Attend Association AGM. Pest control contractor retained by Council. Plotholders encouraged not to leave fresh food waste in compost bins.	Clerk	01/05/2022
<i>To control and minimise impact.</i>						
Define responsibility for standards of hygiene/cleanliness etc. of site.						
Enforce conditions of tenancy agreement.						
Carry out regular physical inspection.						
Instigate appropriate action to deal with any identified problems.						
311 Environmental	Vandalism of sites.	Medium	3	Police allotment security meeting organised in April 2016. New fencing installed at Hagg Bank and Springfield sites. New "No Entry" signs installed at all sites. Continue close liaison with Allotment Association. Local PCSO regularly patrols sites.	Clerk	31/12/2022
<i>To minimise the risk of loss/damage/injury arising from vandalism.</i>						
Regular monitoring of sites with, where appropriate, the assistance of allotment society or relevant body.						
Consider physical improvements to sites.						
Liaison with local policing teams in the areas affected.						
301 Environmental	Loss / Damage to water supply.	Medium	3	Regular site visits carried out. Reports of water leaks are attended to immediately.	Clerk	01/05/2022
<i>To maintain adequate water supply and minimise loss/damage arising there from.</i>						
Define responsibility for maintenance of water supply.						
Ensure regular site inspections include checks on water supply to confirm adequacy of supply and that there is no wastage.						
Ensure that system is in place to report and rectify all faults.						
Maintain such arrangements as necessary with local contractor.						
Knowledge of stop taps means water can be stopped quickly.						
Ranger can repair leaks.						
Water meter readings taken to assess usage						
Quarterly water bills analysed for changes in usage						
Pipes are frost protected						

ITEM.18

214 Environmental	Untidy Plots.	Medium	3	Low	Carry out 2022 Allotment Inspection visits - Spring and Autumn. All tenants have signed agreements with defined levels of upkeep. System of warning letters in place. Attend Association AGM. Regular liaison with Allotment Association Chair and Secretary. Consider joint workdays with Council Rangers and plot holders.	Administrator	01/05/2022
	To ensure that site is maintained to the required/acceptable standard.					Administrator	
	Define responsibility.						
	Carry out periodical site visits.						
	Enforce requirements of tenancy agreement.						
	Notify allotment holder in writing of problem & serve notice if the standard of cultivation is not to an acceptable standard.						
	Liaise where appropriate with allotment society.						
215 Environmental	Build up of non-compostable rubbish	Medium	3	Low	Carry out 2022 Allotment Inspection visits - Spring and Autumn. All tenants have signed agreements with defined levels of upkeep. System of warning letters in place. Attend Association AGM. Rangers monitor sites regularly and remove rubbish if necessary.	Administrator	01/05/2022
	To maintain high standard of cleanliness and minimize risk.					Clerk	
	Enforce controls in tenancy agreement.						
	Ensure that the conditions regarding the removal of waste are contained within the tenancy agreement.						
	Make arrangements for removal if the enforcement process proves to be unsuccessful.						
	Consider provision of skip facility.						
52 Environmental	Accumulation of rubbish.	Medium	3	Low	Carry out 2022 Allotment Inspection visits - Spring and Autumn. All tenants have signed agreements with defined levels of upkeep. System of warning letters in place. Attend Association AGM. Regular monitoring by Parks & Assets Ranger and clearing as necessary.	Administrator	01/05/2022
	To maintain acceptable standards for site.					Administrator	
	Ensure responsibility for site maintenance defined.						
	Enforce conditions of tenancy agreement.						
	Maintain liaison with allotment society.						
	Ensure that periodical site inspections carried out.						
	Ensure facilities are provided for the control and removal of compostable waste.						
	Ensure that it is the tenants responsible for the removal of all other waste.						
442 Environmental	Vandalism.	Medium	3	Low	Police allotment security meeting organised in April 2016. New fencing installed at Hagg Bank and Springfield sites. New "No Entry" signs installed at all sites. Continue close liaison with Allotment Association. Local PCSO regularly patrols sites.	Clerk	31/12/2022
	To minimise the risk of loss/damage/injury arising from vandalism.					Clerk	
	Carry out periodical site inspection.						
	Review security.						
	Maintain liaison with law enforcement agencies.						
	Instigate legal action against perpetrators where appropriate.						
	Ensure that periodical site visits are carried out.						
	Notice served when necessary.						
	All sites now have coded padlocks on all gates. Plot holders encouraged not to keep valuables e.g. tools, on site.						
	Some site gates have spikes on top as						



212 Physical	Public Injury as a result of contractor.	Low	3	Check contractor insurance documents when engaged. Inspect working practices. Monitor progress and working methods on site.	Clerk	31/12/2022
	<i>To minimise risk to allotment holders and others when contractor on site.</i>	Medium			Clerk	
	Ensure that contract requires provision of appropriate insurance cover. Inspect contractors insurance documentation to confirm compliance.					
60 Physical	Security.	Medium	3	New Agreements issued in Dec 2016. Police allotment security meeting organised in April 2016. New fencing installed at Hagg Bank and Springfield sites. New "No Entry" signs installed at all sites. Continue close liaison with Allotment Association. Local PCSO regularly patrols sites. All sites have padlocked gates. Plotters encouraged not to leave valuables e.g. tools on site.	Define responsibility for maintenance of	31/12/2022
	<i>To ensure security of site and equipment.</i>	Low			Clerk	
	Ensure that responsibility of allotment holders is clearly defined in tenancy agreement. Ensure that proper facilities are in place to safeguard council assets.					
445 Physical	Personal injury.	Low	3	Check sites at allotments inspection visits. Post H & S posters on allotment notice boards. "No Entry" signs in place. Raise H & S at Association AGM. All plotters automatically have insurance through Association membership.	Clerk	30/06/2022
	<i>To minimise risk.</i>	Medium			Clerk	
	Ensure that any conditions that might lead to personal injury are minimised and properly controlled. Ensure that all parties are aware of the relevant Health and Safety legislation. Carry out periodical examination of allotment environment.					

Submitted to council:

No of issues listed: 10

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
2. Action by person - the name or names of the persons taking the relevant actions.
3. Action by date - the proposed date that this action should be completed by.
4. Action completed - that the proposed action has been taken (ticked) (not recorded on LCRS).

## LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
<b>Bus Shelters</b>						
87 Environmental	Cleaning of Bus Shelters.	Medium	3	Checking and cleaning of DPC bus shelters is a weekly task undertaken by Village Centre Ranger.	Clerk	30/04/2022
	To maintain high standards of health, safety and cleanliness.	Low			Clerk	
	Define responsibility and standards for regular cleaning . Carry out periodic physical inspection and take action where appropriate to ensure that set standards are maintained. Graffiti removed by professional cleaning company as and when required.					
88 Environmental	Vandalism.	Medium	3	2 sites identified - 2 x Rams Head, Inspected weekly by Village Centre Ranger. Issues reported to local PCSO. Vandalism repaired ASAP CCTV in operation	Clerk	31/12/2022
	To minimise the risk of loss/damage/injury arising from vandalism.	Low			Clerk	
	Arrange regular monitoring of sites. Liaise with local enforcement agencies. Instigate appropriate action against offenders.					
102 Physical	Maintenance of Bus Shelters.	Medium	3	2 sites identified - 2 x Rams Head, Inspected weekly by Village Centre Ranger Issues reported to local PCSO. Necessary repairs carried out ASAP.	Clerk	31/12/2022
	To ensure that Bus Shelters are maintained to the appropriate standards.	Low			Clerk	
	Ensure that property is entered on a schedule for periodical maintenance. Maintain proper records of work carried out. Carry out periodical physical inspection.					



**Submitted to council:**

No of issues listed: **3**

**Minute reference:**

**Date:**

**Signed by chairperson - Chairperson name:** Cllr Sue Adams

**Signed by responsible Finance officer:** Richard Holland

How to complete (individual risk section):

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- (not recorded on LCRS)

## LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
<b>Ref</b>						
<b><u>Car Parks</u></b>						
191	Environmental	Cleaning and litter control.	Medium	3	Car park inspected regularly by Village Centre Ranger. Litter bins available at each entrance to the car park. Bins emptied three times per week by ANSA. Litter picks and hedge trimming etc undertaken as necessary.	23/03/2022
		To maintain desired standard of cleanliness and minimise health risk.	Low		Clerk	
		Define standards required.				
		Provide litter bins as deemed appropriate				
		Define responsibility for cleaning and ensure any training complete.				
		Ensure any hazardous litter properly dealt with.				
		Provide for regular physical site inspections to ensure standard is maintained.				
193	Environmental	Fly tipping.	Medium	3	Car park inspected regularly by Village Centre Ranger. Litter bins available at each entrance to the car park. Bins emptied three times per week by ANSA. Flytipping reported to CEC immediately.	23/03/2022
		To minimise the impact of fly tipping and associated health/safety risk.	Low		Administrator	
		Arrange regular site inspections.				
		Arrange for safe disposal facility.				
		Ensure any hazardous substances are properly dealt with.				
		Maintain liaison with local enforcement agencies.				
		Enforce regulations/bye-laws as appropriate.				
194	Physical	Maintenance of Car Park Surfaces.	Medium	3	Car park inspected regularly by Village Centre Ranger.	23/03/2022
		To ensure that car park surfaces are maintained to the desired standard.	Low		Clerk	
		Define responsibility for and carry out periodic physical inspection, maintain records.				
		Make arrangements for any required work to be carried out.				
195	Physical	Security	Medium	4	CCTV around the Community Centre picks up most of car park and entrance road. Good lighting in all areas. Security issues reported to PCSO.	23/03/2022
		To maintain a high standard of security.	Medium		Clerk	
		Define responsibility for and prepare statement of standards required.				
		Consider alternatives for achieving desired standard.				
		Maintain liaison with local enforcement agencies.				
		Ensure that all disclaimer notices etc. are in place.				



158 Physical

Vandalism.

Medium

Low

3 CCTV around the Community Centre picks up most of car park and entrance road. Good lighting in all areas. Vandalism issues reported to PCSO. Clerk

23/03/2022

To minimise the risk of loss/damage/injury arising from vandalism.  
To minimise the impact on service provision.

Arrange regular monitoring of sites.  
Maintain liaison with local enforcement agencies.  
Instigate appropriate action against offenders.

159 Physical

Theft from car parks.

Medium

Low

3 CCTV around the Community Centre picks up most of car park and entrance road. Good lighting in all areas. Security issues reported to PCSO. Clerk

23/03/2022

To minimise risk of loss.

Define responsibility for security of sites and equipment.  
Review periodically.  
Empty all machines daily.  
Ensure disclaimer notices are in place.  
Ensure adequate insurance cover.  
Maintain records of incidents.

Submitted to council:

No of issues listed: 6

Minute reference:

Date:

Signed by chairperson - Chairperson name:

Cllr Sue Adams

Signed by responsible Finance officer:

Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
  2. Action by person - the name or names of the persons taking the relevant actions.
  3. Action by date - the proposed date that this action should be completed by.
  4. Action completed - that the proposed action has been taken (ticked)
- (not recorded on LCRS)

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Requirement / Control

Likelihood & Impact

Action to be taken

Responsibility & Action by

Action by date completed

## Code of Conduct

356 Administration/Legal

Failure to maintain / update Register of Interests/Gifts

Medium

3

All councillors issued and signed CEC Code of Conduct and new code adopted in 2021. Clerk attended Code of Conduct training in March 2019.

Chairman

14/05/2022

To maintain records of members Declarations of Interest

Ensure all members are aware of their statutory responsibilities.

Maintain appropriate registers.

Under the Localism Act 2011 all members have signed a Grant of Dispensation form.

Pecuniary interests need to be declared and minuted; ensure that members are asked to leave the meeting. Non disclosable interests (of no financial benefit to the members) should be minuted if they have been declared by a member prior to the meeting.

Standing Orders & Financial Regs (including Model Code of Conduct) are reviewed and reissued annually to all councillors.

Pecuniary/personal/prejudicial interest declaration introduced at Council meetings. Members offered Code of

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name:

Cllr Sue Adams

Signed by responsible Finance officer:

Richard Holland

How to complete (individual risk section):

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# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

Likelihood & Impact

Action to be taken

Responsibility & Action by

Action by date completed

## Community Centres

140 Environmental

Vandalism.

Medium Low

Annual Community Centre Risk Assessment undertaken.

Clerk

27/03/2022

To minimise the risk of loss/damage/injury arising from vandalism.

- Review security and monitor all areas on a regular basis
- Maintain liaison with local enforcement agencies.
- Define a policy for dealing with antisocial behaviour.
- Instigate legal action against perpetrators where appropriate.

Clerk

0 Physical

Maintenance of buildings.

Low

Medium

Weekly equipment checks are carried out and recorded by Building Supervisor e.g. fire alarm and emergency lighting checks.

Clerk

31/12/2022

To ensure that council property is properly maintained and minimise loss/damage/injury.

- Define responsibility for maintenance.
- Maintain detailed records of work scheduled and completed.
- Carry out regular inspections of all buildings.
- Ensure that proper contractual arrangements are in place for specialist/other services.
- Arrange adequate insurance cover.

Clerk

141 Physical

Maintenance of equipment.

Low

Medium

Weekly equipment checks are carried out and recorded by Building Supervisor e.g. fire alarm and emergency lighting checks.

Clerk

31/12/2022

To ensure that all equipment is properly maintained.

- Ensure that equipment is properly maintained through regular inspection/servicing.
- Ensure that proper maintenance records are complete and up to date.
- Ensure that responsibility is defined and any training requirement is complete.

Clerk

To safeguard against fire risk.

Ensure Health/Safety testing complete.

Ensure appropriate staff training.

Provide for strict security/control of combustible materials held by Council.

Provide appropriate extinguishers etc.

Ensure appropriate signage in place.

Ensure appropriate regulations/controls in hire documentation.

Clerk

Fire measures included as part of the  
Phase 1 Community Centre Project in  
2017.

Weekly, recorded fire tests carried out.

Staff fire training undertaken in 2018.

Annual fire drill required.

Fire Risk Assessment carried out by

Cheshire Fire Authority in 2019. No

**Submitted to council:**

No of issues listed: 4

**Minute reference:**

**Date:**

**Signed by chairperson - Chairperson name:**

Cllr Sue Adams

**Signed by responsible Finance officer:**

Richard Holland

How to complete (individual risk section):

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# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

## Crime Prevention - CCTV

0 Physical

Vandalism.

To minimise risk arising from vandalism/antisocial behaviour.

- Maintain efficient and effective security.
- Maintain liaison with local enforcement agencies.
- Take action as appropriate against offenders.

Likelihood & Impact

Medium Low

Action to be taken

Community Centre CCTV installed in 2018 - Correct signage installed inside and outside building.  
Local PCSO shares offices with Parish Council.  
Footage of anti-social behaviour shared with Police.

Responsibility & Action by

Clerk Clerk

Action by date completed

31/03/2023

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name:

Cllr Sue Adams

Signed by responsible Finance officer:

Richard Holland

How to complete (individual risk section):

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2. Action by person - the name or names of the persons taking the relevant actions.
3. Action by date - the proposed date that this action should be completed by.
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(not recorded on LCRS .

## LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
37	Administration/Legal	Breach of confidentiality	3	DPC is registered with Information Commissioners Office.	Clerk	31/03/2022
			Low	Data Protection Policy reviewed in 2017. FOI Publication Scheme reviewed annually	Clerk	
				Full GDPR audit undertaken in 2018.		
				General Privacy Notice reviewed in 2022.		
				2020/21 interim internal audit identified additional measures. Cybersecurity Policy introduced, password		

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

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- (not recorded on LCRS .



# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Requirement / Control

Likelihood & Impact

Action to be taken

Responsibility & Action by

Action by date completed

## Drainage

146 Environmental

Flooding

Medium  
High

Ensure flood risks appear on Community Resilience Plan.  
Engage with Cheshire East to assess flood risks.

Clerk

30/06/2022

To minimise risk arising from flooding.

Define responsibility for dealing with floods.

Ensure that effective arrangements are in place to deal with any council responsibility.

Administrator

159 Physical

Maintenance of ditches & drains.

Low  
High

Review budget provision for maintenance and repair of Council drains.

Clerk

31/12/2022

To ensure provision for council responsibility.

Define responsibility for maintenance.

Ensure that appropriate arrangements are in place to deal with any council responsibility.

Clerk

Submitted to council:

No of issues listed: 2

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
2. Action by person - the name or names of the persons taking the relevant actions.
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(not recorded on LCRS).

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Ref	Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
<b>Employment of Staff</b>							
358	Professional	Loss of key staff.	Low	3	Job descriptions reviewed annually. Staff appraisal carried out annually. Clerk undertook appraisal and motivation training in 2018. Resilience Plan includes provision for loss of key staff. Insurance includes key person insurance Good skills transfer between Clerk and Admin Assistant	Chairman  Clerk	31/03/2023 <div></div>
<i>To avoid problems arising from loss of key personnel.</i>							
Ensure procedures for key functions documented. Procedural manuals and necessary training are provided to ensure that all key tasks can be carried out in the event of a sudden loss of a key member of staff.							
352	Professional	Attacks on Personnel.	Low	4	Introduced a Lone Working Policy as all officers can be working alone at different times. Use of WhatsApp messaging to all staff at end of shifts. Insurance reviewed annually. PCSO office in same building. Office doors kept locked. Consider purchase of panic alarms. Low level of cash kept in office and all in the safe.	Clerk  Clerk	30/06/2022 <div></div>
<i>To protect staff.</i>							
Ensure that an effective security system is in operation. Ensure appropriate insurance cover held. Ensure other workers in building are aware of staff working alone. Ensure staff have telephone access at all times during their work. Advise staff to take all relevant safe guides and precautions.							



**Submitted to council:**

No of issues listed: 2

**Minute reference:**

**Date:**

**Signed by chairperson - Chairperson name:** Cllr Sue Adams

**Signed by responsible Finance officer:** Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
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- (not recorded on LCRS)

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

Likelihood & Impact Score

Action to be taken

Responsibility & Action by

Action by date completed

## Financial Management

Financial

Supplier/procurement fraud.

Low Medium

3

Staff trained to verify all supplier changes e.g. change of bank account details are independently verified by email.

Responsible Finance Officer

31/12/2022

Reduce the risk of supplier/procurement fraud.

Staff training to verify all supplier changes e.g. bank account changes.  
RFO-only creation or amendment of supplier accounts.  
Annual review of suppliers to remove dormant accounts.  
Supplier checks at Companies House.  
RFO-only authorisation of on-line payments and periodic checks.  
Assess insurance cover for supplier fraud.

Clerk/RFO-only creation and amendment of supplier accounts.  
Supplier list reviewed annually to remove dormant accounts.  
New suppliers checked on-line at Companies House and references sought.

Clerk

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

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# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

Likelihood & Impact Score

Action to be taken

Responsibility & Action by

Action by date completed

## Investments

198 Financial

Inappropriate investment

Low Medium

3

Standing Orders and Financial Regs contain DPC financial controls.

Finance officer

31/03/2023

To ensure integrity of investment.

Define policy and responsibility for investment of council funds.  
Record details/approval of all investments in council minutes.  
Ensure regular report to council

Finance manager

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

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(not recorded on LCRS .

## LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Ref	Risk / Hazard	Requirement / Control	Likelihood & Score		Action to be taken	Responsibility & Action by	Action by date completed
			Likelihood	Score			
20	Environmental	Fly tipping	Medium	3	Council sites are visited regularly by Rangers or Clerk.	Clerk	31/03/2023
<p><i>To minimize risks associated with fly tipping.</i></p> <p>Define policy/responsibility for site control/security.</p> <p>Enforce conditions of tenancy agreement.</p> <p>Carry out periodical site inspection.</p> <p>Provide proper facilities for control and removal of waste.</p> <p>Liaise with police/other authority where necessary.</p>							
<p>Land Rental Agreements include clauses relating to disposal of waste.</p> <p>Legal advice taken for fly tipping.</p> <p>Flytipping on public land is removed by DPC Rangers or ANSA</p>							

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
  2. Action by person - the name or names of the persons taking the relevant actions.
  3. Action by date - the proposed date that this action should be completed by.
  4. Action completed - that the proposed action has been taken (ticked)
- (not recorded on LCRS)



# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

## Meeting of the Council

Ref	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
36	Administration/Legal Failure to comply with new Regulations /Legislation  All Meetings open to everyone.  Ensure that proper training policy is in place. Continue in membership of appropriate local/national associations. The members also subscribe to appropriate publications which provide information on new regulations and legislation. Encourage staff networking.	Low Medium	3	DPC membership of ChALC, SLCC, CVS and other local networking groups which provide up to date information. Councillors and Clerk offered council-specific training by ChALC. Clerk receives ChALC, SLCC and CEC updates.	Clerk	31/03/2023

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

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(not recorded on LCRS).

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
Ref						
<b>Open spaces</b>						
433	Environmental	Fly tipping	Medium	3	Open spaces are regularly patrolled by PCSO	31/03/2023
<i>To minimise the impact of fly tipping and associated health/safety risk.</i>						
Carry out regular site inspections.						
Arrange for safe disposal facility.						
Ensure any hazardous substances are properly dealt with.						
Maintain liaison with local enforcement agencies.						
Enforce regulations/bye-laws as appropriate.						
Regular liaison with local enforcement agencies.						
0	Environmental	Vandalism	Low	3	Open Spaces are regularly visited by DPC Rangers or Clerk	31/03/2023
<i>To minimise the risk of loss/damage/injury arising from vandalism.</i>						
<i>To minimise risk arising from anti-social behaviour.</i>						
Maintain liaison with local enforcement agencies.						
Take action as appropriate against offenders.						

Submitted to council:

No of issues listed: 2

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

1. Action to be taken - brief description of proposed action that will be taken to control this risk, including any Insurance or Health and Safety issues.
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(not recorded on LCRS)



# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

## Risk / Hazard

Ref Requirement / Control

Likelihood & Impact Score

Action to be taken

Responsibility & Action by

Action by date completed

## Play Areas

0 Financial

Inadequate insurance cover

Low

High

4

Clerk

23/03/2023

To ensure that council has adequate insurance.

To include all relevant risks on the councils insurance policy.

0 Physical

Personal Injury

Medium

Low

3

Clerk

31/03/2023

To ensure play surfaces & equipment are in a safe condition.

Define responsibility for regular inspection of play areas.

Define responsibility for and ensure regular inspection of play equipment & play surfaces

Arrange periodical inspection and report by suitably qualified RoSPA Inspector.

All high and medium risks identified in the RoSPA report are actioned and removed. Low risk

items are also removed unless the level of expenditure involved is considered too high for the

level of the risk identified.

Monthly inspections carried out by Parks & Assets Ranger and records kept. Twice-weekly visual checks carried out.

Annual independent ROSPA inspection carried out and full reports with recommendations received. Actions managed by Clerk and reported to Council.

Parks & Assets Ranger received ROSPA Play Area Inspection training in

Submitted to council:

No of issues listed: 2

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

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(not recorded on LCRS)

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard		Likelihood & Impact		Action to be taken		Responsibility & Action by		Action by date completed	
Ref	Requirement / Control								
<b>Provision of Office Accommodation</b>									
0	Physical	Fire	Low	4	High	Annual Fire Risk Assessment of Community Centre and offices carried out by Building Supervisor.	Clerk	31/03/2023	
	<i>To safeguard against fire risk.</i>								
	Ensure Health/Safety testing complete.								
	Ensure appropriate staff training								
	Provide for strict security/control of combustible materials held by council.								
	Fire alarm tested weekly.								
	Fire drills held on a regular basis								
	Provide appropriate fire extinguishers are in place								
357	Technical	Defective Electrical Equipment/Machinery	Low	3	Medium	Annual PAT testing undertaken in September.	Clerk	28/09/2022	
	Ensure maintenance agreement/contract in place where appropriate.								
	Allocate responsibility for local repair/maintenance.								
	Restrict access to qualified personnel only.								
	Arrange regular inspection to ensure that any statutory obligations are met.								
	Ensure that PAT is carried out regularly by a competent qualified person.								
	Ensure that the appropriate records maintained.								
	5-year electrical tests undertaken - Due March 2023.								
	Main switch in lockable cabinet.								
	Health and Safety File maintained								



**Submitted to council:**

No of issues listed: 2

**Minute reference:**

**Date:**

**Signed by chairperson - Chairperson name:** Cllr Sue Adams

**Signed by responsible Finance officer:** Richard Holland

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(not recorded on LCRS)

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
262 Physical	Security of premises and contents	Medium	3	New fire and intruder alarms installed in 2017.	Clerk	31/03/2023
	To safeguard council assets.	Low		Metal shutter door fitted - Possible replacement in 2022	Clerk	
	Define policy for security of premises and equipment			CCTV installed in 2018		
	Maintain asset register and photographs of all items of any value together with a digital back up regularly and approved by Council.			Asset Register maintained and update regularly and approved by Council.		
	Allocate responsibility for security/control of equipment.			CCTV, fire and intruder alarms and fire extinguishers all have		
	All offices/premises are locked outside working hours.			service/maintenance agreements in place.		
	Letting agreements are in place with a condition to secure building on departure.					
263 Physical	Maintenance of buildings	Low	3	Health and Safety Risk Assessment documentation - COSHH reports, PAT testing, boiler testing etc. in H & S File	Clerk	31/03/2023
	To ensure proper maintenance of premises and minimize risk of loss/damage/injury.	Medium		5 year electrical test undertaken in 2018.	Clerk	
	Define responsibility for maintenance.			Building Supervisor on-site daily		
	Carry out regular inspections of all buildings.			Annual Risk Assessment undertaken		
	Ensure that where appropriate proper contractual arrangements are in place.			Community Centre occupied by Parish Officers		
	Arrange staff training where required.			Library H & S assessments carried out periodically.		
	Detailed records kept of all work scheduled/completed.					
	That each building is individual risk assessed.					
264 Physical	Fire	Low	4	Annual Fire Risk Assessment of Community Centre carried out by Building Supervisor.	Clerk	31/03/2023
	To safeguard against fire risk.	High		Fire measures included as part of the Phase 1 Community Centre Project in 2017.	Clerk	
	Ensure Health/Safety testing complete.			Weekly, recorded fire tests carried out.		
	Ensure appropriate staff training			Staff fire training undertaken in 2018.		
	Ensure a strict 'no smoking' and 'no naked flame' policy operates throughout all council buildings.			Annual fire drill undertaken		
	Provide for strict control of combustible materials held by the council.			Fire Risk Assessment carried out by Cheshire Fire Authority in 2019. No		
	Provide appropriate extinguishers etc.					



To minimise the risk of loss/damage/injury arising from vandalism.

- Maintain efficient and effective security.
- Maintain liaison with local enforcement agencies.
- Take action as appropriate against offenders.

New fire and intruder alarms installed in 2017.  
Metal shutter door fitted - Proposed new door in 2022.  
CCTV installed in 2018  
Close liaison with PCSO

Submitted to council:

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

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4. Action completed - that the proposed action has been taken (ticked)

(not recorded on LCRS)

No of issues listed: 4

# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard

Ref Requirement / Control

Likelihood & Impact

Action to be taken

Responsibility & Action by

Action by date completed

## Shelters & Seats

0 Administration/Legal Provision of inadequate standard of seating.

Medium  
Low

Register of benches maintained  
Schedule of bench repairs started in  
2020/21 based on condition. On going.

Clerk

31/03/2022

To minimise risk arising from provision.

Determine council policy for acceptance/provision of seating. Including where appropriate guidance on nominated/preferred suppliers.  
Ensure that all prospective donors are provided with copy of policy prior to acceptance and carry out inspection of all seating prior to acceptance.  
Arrangements will be made for safe and secure installation.

0 Environmental Vandalism

Medium  
Low

Assets regularly visited by Village  
Rangers or Clerk.  
Issues reported directly to PCSO.

Clerk

31/03/2022

To minimise the risk of loss/damage/injury arising from vandalism.  
To minimise risk arising from anti-social behaviour.

Maintain liaison with enforcement agencies.  
Determine policy for dealing with offenders.

Clerk

Submitted to council:

No of issues listed: 2

Minute reference:

Date:

Signed by chairperson - Chairperson name: Cllr Sue Adams

Signed by responsible Finance officer: Richard Holland

How to complete (individual risk section):

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# LCRS 7. Action Plan/s for Disley Parish Council

Assessment year: 2022

Risk / Hazard	Requirement / Control	Likelihood & Impact	Score	Action to be taken	Responsibility & Action by	Action by date completed
Ref						
<u>Street/Footway Lighting</u>						
203	Environmental	Failure to provide lighting	Low	3	Faults reported to Cheshire East and Issues Log reviewed regularly.	Clerk
		Monitor Service Level Agreement with major authority on a regular basis	Medium		DPC lights had full audit and inspection in 2020. Next audit due in 2023.	Clerk
		Report any faulty lights as soon as possible			Issues reported to preferred contractor.	
		Monitor service performance and enforce agreement conditions.			Schedule of LED replacements underway.	
					Programme of repairs and LED replacements in place. Additional lights added to schedule.	

Submitted to council:

No of issues listed: 1

Minute reference:

Date:

Signed by chairperson - Chairperson name:

Cllr Sue Adams

Signed by responsible Finance officer:

Richard Holland

How to complete (individual risk section):

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## Complaints Procedure

### Version Control

Version	Date	Reviewed by
Draft	22/09/2008	R Holland
Approved	10/06/2008	Council Meeting
Re-approved	30/05/2019	Council
Version 2	10/02/2022	Approved by Council 10/03/2022

### Introduction

This complaints procedure shall be followed for all complaints relating to Disley Parish Council as a body and for complaints received against individual council officers.

For complaint relating to an individual Councillor, the complainant will be advised to contact the Cheshire East Council Monitoring Officer directly at:

The Monitoring Officer  
Cheshire East Council  
Westfields  
C/O Municipal Buildings  
Earle Street  
Crewe  
CW1 2BJ  
[MonitoringOfficerCEC@cheshireeast.gov.uk](mailto:MonitoringOfficerCEC@cheshireeast.gov.uk)

1. This policy sets out procedures for dealing with complaints that anyone may have about Disley Parish Council's administration and procedures. Complaints against policy decisions made by the Council shall be referred back to the Council.
2. If a complaint about procedures or administration is notified orally to a Councillor or the Clerk and they cannot satisfy the complainant fully forthwith, the complainant shall be asked to put the complaint in writing to the Clerk and be assured that it will be dealt with promptly after receipt.
3. If a complainant prefers not to put the complaint to the Clerk, he or she will be advised to put it to the Chair of the Council.



# DISLEY PARISH COUNCIL

4. (a) On receipt of a written complaint, the Clerk or Chair, as the case may be, shall (except where the complaint is about his or her own actions) try to settle the complaint directly with the complainant. The Clerk or Chair will notify the person complained of and give an opportunity for comment on the manner in which it is intended to attempt to settle the complaint.  
(b) Where the Clerk receives a written complaint about his or her own actions, he or she shall refer the complaint to the Council and be given opportunity to comment.
5. The Clerk or Chair shall report to the next meeting of the Council any written complaint disposed of by direct action with the complainant.
6. The Clerk or Chair shall bring any written complaint which has not been settled to the next meeting of the Council and the Clerk shall notify the complainant of the date on which the complaint will be considered, and the complainant shall be offered an opportunity to explain the complaint orally. (Unless such a matter may be related to Grievance, Disciplinary or Standard Board proceedings that are taking, or likely to take place when such a hearing may prejudice those hearings when the complaint will have to be heard under Exempt Business to exclude any member of the public or press, or deferred on appropriate advice received).
7. The Council shall consider whether the circumstances attending any complaint warrant the matter being discussed in the absence of the press and public but any decision on a complaint shall be minuted in the official meeting minutes.
8. As soon as possible after any decision has been made, it and the nature of any action to be taken shall be communicated in writing to the complainant.
9. A Council shall defer dealing with any written complaint only if it is of the opinion that issues of law or practice arise on which advice is necessary. The complaint shall be dealt with at the next meeting after the advice has been received.
10. Disley Parish Council will not consider any anonymous communication.
11. In the event of serial facetious, vexatious or malicious complaints from a member of the public, the Council should consider taking legal advice before writing letters to the complainant.

**Richard Holland**

---

**Subject:** FW: Q3 Repirt  
**Attachments:** Disley.pdf

**From:**  
**Sent:** 08 February 2022 13:09  
**To:** Richard Holland <clerk@disleyparishcouncil.org.uk>  
**Subject:** Q3 Repirt

Hi Richard

Attached and below you will find the Q3 reports for CCTV. My sincere apologies on the delay here, I have been away sick since mid-December, returning late last week. I am very pleased to say that in my absence, the supervision team did a wonderful job keeping the operations side going in full. Anyway, the quarter report is attached and some text below.

**Operations Update**

I am proud to say that, since March 2020, we have to date not dropped one single hour of CCTV Monitoring at all. Quite a feat considering the various variants and sudden spreads! Back in March 20, I locked down the Control Room and instilled military like rules on cleanliness and sanitising, a one way control room system and distanced seating amongst other things. I like to think that although at the time seen as far too much, its what has allowed us to totally buck the trend with staffing and keep the service fully operational (when you think we only have 10 operators covering 24/7/365) and our staff safe.

That said, we have now started to take small visits to the control room on a pre booked basis should any members or operational staff of our council partners wish to attend and see the control room, how it operates, what we can see and the equipment we have to keep our areas safe. If interested, please let me know how many and when and we will make the necessary arrangements. We don't allow visits on a Friday or Saturday evening or any evening between 1730 and 1930.

**Recruitment**

We are currently recruiting for a new CCTV Operator! It doesn't happen often but the job has come up so if you happen to know anyone who would like a new challenge and has a genuine passion for keeping the borough safe, please do send them the link below.

<https://jobs.cheshireeast.gov.uk/vacancy/cctv-operator-470802.html>

**Small Selection of Incidents**

We are really proud that we stay on top of incidents in Disley, we ensure that by utilising skills, we can stop an issue before it starts and keep numbers this low.

We have had an incident where a person kicking off in the village and causing issues, CCTV radio Police and guide them in, said person was dealt with by Police and sent on their way.

There has been a concern for safety for a person missing for some time. CCTV locate persons vehicle and then the person themselves, radio Police who are soon with the person and check their safety.

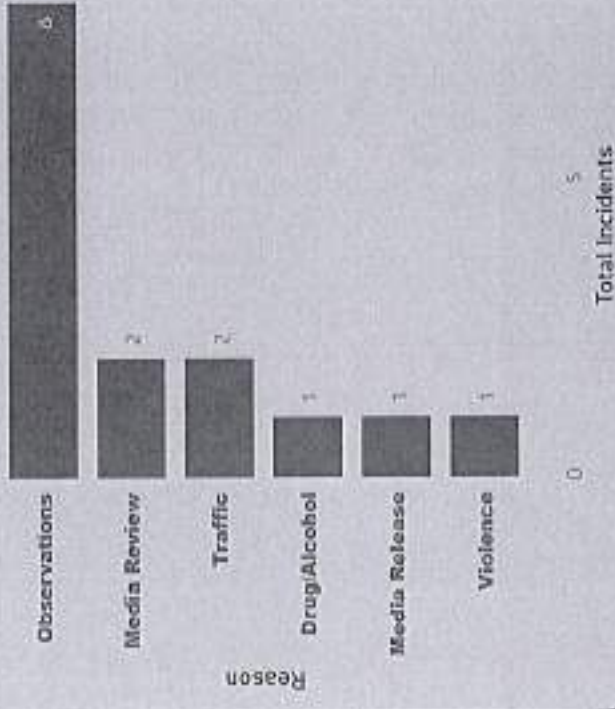
We have had a couple of intruder alarms activated at night where we have got the cameras on immediately but have proven to be false activations.

CCTV Services | Place Directorate | Cheshire East Council



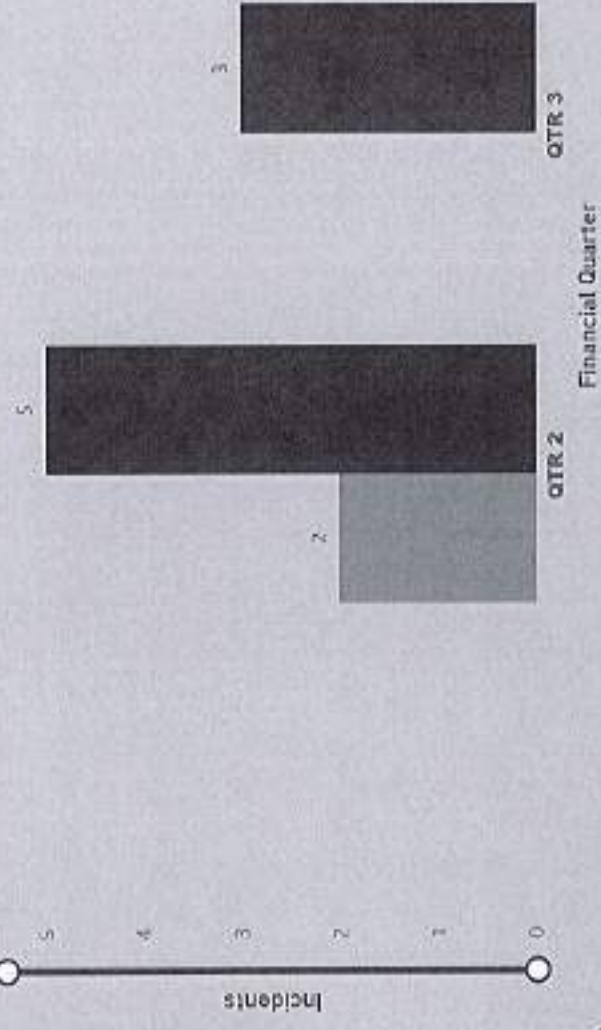
Financial Year  
2021 - 2022Financial Quarter  
Multiple selectionsTown  
Daley

## Total Incidents by Reason



## Incidents by Financial Quarter and Reason

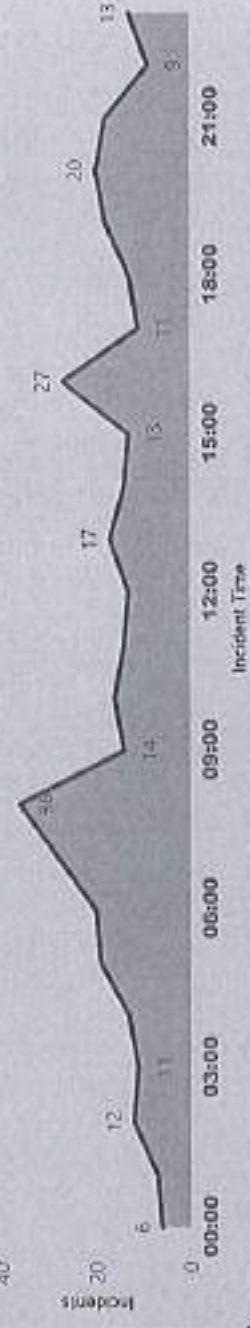
Reason ● Media Review ● Observations



## Media



## Incidents by Incident Time



APPENDIX C: Meeting and Events schedule – 10<sup>th</sup> March 2022

Date & Time	Meeting / Event	Venue
10 <sup>th</sup> March 2022 7.00pm	Council Meeting	Community Centre
14 <sup>th</sup> March 2022 10.30am	Village Events Project meeting	Community Centre
15 <sup>th</sup> March 2022 9.30am	Streetscene Village Centre meeting	Disley Village
29 <sup>th</sup> March 2022 10.00am	NECCP / PACP meeting	Poynton Civic Centre
30 <sup>th</sup> March 2022 3.00pm	Lyme & DPC meeting	WebEx
6 <sup>th</sup> April 2022 12noon	Age UK Scam Awareness with Cuppa an' a Chat	Community Centre
8 <sup>th</sup> April 2022 7.00pm	Annual Parish Meeting	Community Centre
9 <sup>th</sup> April 2022 10.30am	Community Litter Pick	Community Centre
12 <sup>th</sup> April 2022 1.00pm	PPG	Ram's Head
15 <sup>th</sup> April 2022	BANK HOLIDAY – GOOD FRIDAY	
18 <sup>th</sup> April 2022	BANK HOLIDAY – EASTER MONDAY	
21 <sup>st</sup> April 2022 6.00pm	Policing update meeting	Community Centre
21 <sup>st</sup> April 2022 7.00pm	Council Meeting	Community Centre



<b>Appendix B</b>	<b>Planning Applications</b>
<b>22/0617M</b>	Integral garage conversion
	<i>21 Duddy Road, Disley SK12 2GD</i>
<b>Comments</b>	
<b>22/0810M</b>	Single storey rear extension
	<i>94 Hollinwood Road, Disley SK12 2EN</i>
<b>Comments</b>	
<b>22/0866M</b>	Replacement of existing garage door with full height glazing within existing opening, two new ground floor windows within side gable, two larger windows in place of existing smaller windows to side elevation of single storey outrigger
	<i>Stoneridge Cottage, Green Lane, Disley SK12 2AL</i>
<b>Comments</b>	
<b>Comments</b>	
<b>Decisions</b>	
<b>21/3689M</b>	Construction of raised decking to rear of bungalow, level or just below the inside floor level – granted subject to 2 conditions
	<i>15 Dane Bank Drive, Disley SK12 2BD</i>
<b>21/4381M</b>	Proposed new outbuilding to form home-office, garage and store – <b>application withdrawn</b>
	<i>Bee Cottage, Corks Lane, Disley SK12 2DA</i>

## INTERNAL AUDIT REPORT DISLEY PARISH COUNCIL

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

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

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

### Conclusion

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

**JDH Business Services Limited**

ITEM. 24.



# ACTION PLAN

	ISSUE	RECOMMENDATION	FOLLOW UP
1	<p>The Council have currently made an insurance claim and previous practice would have been to post this in the accounting software as income.</p> <p>The external auditors adopted a change in approach to dealing with insurance claims in 2020/21 and have requested that Councils show the net cost of an insurance claim in their accounts (i.e. the insurance claim income is set off against expenditure). Councils that included insurance claims in income in 2020/21 were asked to amend their accounts by the external auditor.</p>	<p><i>The Council should ensure that insurance claims are netted off expenditure where this is appropriate.</i></p>	<p>DPC has netted off two insurance claims as negative expenditure in 2021/22.</p> <ul style="list-style-type: none"> <li>• Transaction 1827 – Rington/PIB Insurance -£198.00 for replacement bus keys.</li> <li>• Transaction 1829 – AXA Insurance -£1,689.85 for Community Centre wall damage.</li> </ul> <p>The Council will net off any future insurance claims in the same way.</p>
2	<p>The Council's financial regulations don't include the controls in place for the use of the paypal debit card as a payment method.</p>	<p><i>The financial regulations should be updated to include the controls in place for the use of the paypal debit card as a payment method.</i></p>	<p>The PayPal Debit Card is controlled in the same manner as Petty Cash. The Financial Regulations will be updated with controls similar to Petty Cash (6.18). PayPal Debit Card payments are currently shown separately on schedule of payments presented to council. This requires a resolution of the council and the approved schedule being signed by two of the appointed cheque signatories. These controls will</p>

**INTERNAL AUDIT REPORT  
DISLEY PARISH COUNCIL**

			specifically be added to the Financial Regulations in relation to the PayPal Debit Card.
3	<p>The Council awarded a contract for Electrical Vehicle Charging Points which was above the de-minimus level for quotations of £4000.</p> <p>Although three quotations were requested, only two were received and this was reported to Council. The minutes do not record the decision to award the contract.</p>	<p><i>The minutes should record when only two quotations are received and record the awarding of the contract.</i></p>	<p>A report was submitted and approved by Council regarding EV chargepoints on 14<sup>th</sup> January 2021 with a resolution, "That the Clerk would pursue the installation of two fast-charging electric vehicle units at the Community Centre and submit a funding bid for this." However, the final contract award and the fact that only two quotations had been received were not recorded in the minutes. In future, the awarding of specific contracts and the absence of three quotations will be recorded in the meeting minutes.</p>
<b>2020/21 Year-end internal audit</b>			
1	<p>The risk assessment does not address the risks of supplier (procurement) fraud.</p>	<p><i>The risk assessment should be updated to include supplier (procurement) fraud including the adequacy of supplier onboarding controls.</i></p>	<p>The LCRS (Local Council Risk System) programme has been updated with a supplier/procurement fraud risk action. This includes controls to cover:</p> <ul style="list-style-type: none"> <li>• Staff training to verify all supplier changes e.g. bank account changes.</li> <li>• RFO-only creation or amendment of supplier accounts.</li> </ul>



**INTERNAL AUDIT REPORT  
DISLEY PARISH COUNCIL**

			<ul style="list-style-type: none"> <li>• Annual review of suppliers to remove dormant accounts from finance software and bank BACS lists.</li> <li>• Supplier checks at Companies House.</li> <li>• RFO-only authorisation of on-line payments and periodic spot checks of payments.</li> <li>• Assess insurance cover for supplier fraud.</li> </ul>
<b>2020/21 interim internal audit</b>			
1	A three year contract is in place for village planting until 2021. The contract is in excess of the threshold in the Financial Regulations for securing at least three quotations.	<i>The planting contract should be subject to at least three quotations when the current contract expires in 2021.</i>	2021 was the last year of the contract. The Council are to look at quotations for 2022 planting.
2	The payment schedule for August 2020 had only been evidenced as authorised by one councillor email. Financial Regulations require that all payments are authorised before payment by two councillors. All other payment schedules reviewed had been authorised in advance by two councillors.	<i>The council should ensure compliance with the Financial regulations for the authorisation of payments.</i>	<b>Implemented</b>
3	Pay rises approved by council are notified to the payroll agency by the clerk. It is important that pay rises are	<i>The Chair should notify the payroll agency of all pay rises.</i>	The Chair has signed a schedule of the pay increases for 22/23 and this has been submitted to the payroll agents.

## 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
1829	BACS/1102 22/AXA	-£1,689.85	400/3	14/02/22	AXA Insurance UK Plc - Insurance claim payment for Community Centre wall damage - Clerk's time, building survey and prop hire	-£1,689.85
1830	BACS/2202 22/ALLOT MEN	£182.00	240	15/02/22	Disley Allotment Association - 26 x Annual Allotment Association fees @ £7.00 each	£182.00
1831	BACS/2202 22/WATER P-1	£8.16	240	15/02/22	United Utilities/Waterplus - Water bill for Hagg Bank Allotments - 26/10/2021 to 28/01/2022	£8.16
1832	BACS/2202 22/SCART ER	£81.25	260	15/02/22	Stephen Carter - Power tools servicing and chain saw filing kit	£81.25
1833	BACS/2202 22/JDH	£351.00	225/14	15/02/22	JDH Business Services Ltd - 2021/22 Interim Internal Audit Fees	£351.00
1834	BACS/2202 22/COUNT RY	£150.00	280/1	15/02/22	Country Solutions - Mole clearance from Newtown Field and Play Area	£150.00
1835	BACS/2202 22/ESI	£102.00	400/3	15/02/22	Electronic Security Installations Ltd (ESI) - Fire Alarm Service Contract 01/03/2022 to 31/08/2022	£102.00
1836	BACS/2202 22/WATER P-2	£132.21	400/7	15/02/22	United Utilities/Waterplus - Community Centre - Water and Wastewater bill - 26/10/2021 to 05/02/2022	£132.21
1837	BACS/2202 22/DISLEY PC	£1,400.00	265	15/02/22	Disley PCC - Contribution to church grounds maintenance 2021/22	£1,400.00
1838	BACS/2202 22/BROWN S	£900.00	270	15/02/22	The Brown Partnership - Annual Land Management Fee	£900.00
1839	BACS/2202 22/ARENA	£58.16	225/5	15/02/22	Arena Group Limited - Photocopier costs - 13/11/2021 to 13/02/2022	£58.16
1840	DD/140222/ ALLSTAR	£71.61	300/1	15/02/22	Allstar - Community bus fuel	£71.61
1841	DD/090222/ OPUS	£591.59	400/6	09/02/22	Opus Energy Ltd - Community Centre Electricity - 25/12/2021 to 25/01/2022	£591.59
		£8,650.67			Salaries & Wages	
<b>Total</b>		<b>£10,988.80</b>				

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
1842	BACS/1103 22/MICHA Y	£540.00	220/3	26/02/22	Michelle Hay Training - Emergency First Aid at Work training - 6 attendees	£540.00
1843	BACS/1103 22/SHERR ATT	£78.00	400/3	26/02/22	Sherratt & Co Plumbing Engineers - Annual boiler service and safety inspection	£78.00
1844	BACS/1103 22/EDGEIT	£50.40	220/3	26/02/22	Edge IT Systems Ltd - End of Year Finance training	£50.40
1845	BACS/110 322/DUNH AMS	£2,808.26	400/3	26/02/22	Dunham Building - VAT element of Community Centre wall damage insurance works	£2,808.26
1846	BACS/1103 22/RHOLL AND	£37.99		26/02/22	Richard Holland - PC headset and mileage claim (Jan and Feb 2022)	£37.99
1		£29.99	225/1		Headset for PC	
2		£8.00	220/2		Mileage claim - Jan and Feb 2022	
1847	DD/210222/ SWALEC	£76.81	230/1	21/02/22	SSE Swalec - Electricity costs for village streetlighting - 05/01/2022 to 01/02/2022	£76.81
1848	DD/210222/ BIFFA	£126.48	400/10	21/02/22	Biffa Waste Services Ltd - Community Centre waste services - 22/01/2022 to 18/02/2022	£126.48
1849	BACS/1103 22/TOMLIN SO	£47.84	260	28/02/22	A H Tomlinson Parbans Ltd - Timber and fittings for Greystones Allotment notice board	£47.84
1850	DD/280222/ ALLSTAR	£60.28	300/1	28/02/22	Allstar - Community bus fuel	£60.28
1851	BACS/2802 22/ZETTLE	£5.10	420	28/02/22	iZettle - Monthly Card Payment fees - February 2022	£5.10
<b>Total</b>		£3,831.16				

Signature

Signature

Date



# Financial Statement - Cashbook

Statement of receipts and payments between 01/04/21 and 28/02/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

## Ordinary Accounts

PayPal Account	£0.00
Petty Cash	£200.00
RBS Current A/C + High Int. A/C	£18,633.82

## Short Term Investment Accounts

Cambs & Counties Bank - 5-year Bond	£84,072.95
Nationwide Business 1 Year Saver	£85,002.93
The Cambridge Building Society	£68,000.00
<b>Total</b>	<b>£255,909.70</b>

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
110 Precept	156,614.00	0.00	156,614.00
120 VAT reclaimed	11,424.27	0.00	11,424.27
125 Grant Awards	8,216.00	0.00	8,216.00
130 Rental Income	7,663.31	0.00	7,663.31
135 Petty Cash Replenishment	0.00	0.00	0.00
140 RESERVE - Community Transport	2,749.89	135.32	2,885.21
150 Other Income	2,685.29	284.47	2,969.76
190 Bank Interest	6.14	0.00	6.14
191 Investment Account Interest	68.00	0.00	68.00
192 Long-term Investments Interest	0.00	0.00	0.00
193 Nationwide BS Interest	0.00	0.00	0.00
194 PayPal Account Cashback Bonus	8.97	0.00	8.97
200 Community Centre	14,327.26	0.00	14,327.26
Council Total	203,763.13	419.79	204,182.92
<b>Total Receipts</b>	<b>203,763.13</b>	<b>419.79</b>	<b>204,182.92</b>

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
215 Salaries Inc Pensions	85,707.13	0.00	85,707.13
220 Staffing Expenses	2,442.19	262.70	2,704.89
225 General Administration	12,829.26	975.99	13,805.25
230 Street Lighting	988.80	45.94	1,034.74
231 Streetlighting - Capital Expenditure	2,540.07	508.01	3,048.08
240 Allotments	332.04	0.00	332.04
260 Parish Maintenance	9,571.80	246.22	9,818.02
261 Winter Gritting Provision	0.00	0.00	0.00
265 Church Grounds Maintenance	1,400.00	0.00	1,400.00
270 Land Administration	750.00	150.00	900.00
280 Playground Upkeep	2,539.22	355.45	2,894.67
281 Play Area & Playing Fields Capital Expenditure	4,839.51	967.90	5,807.41
282 RESERVE - Newtown Improvements	3,070.00	96.00	3,166.00
285 Tourism	0.00	0.00	0.00
290 RESERVE - Community Grants	1,499.37	68.00	1,567.37

# Financial Statement - Cashbook

Statement of receipts and payments between 01/04/21 and 28/02/22 inclusive. This may include:

300 RESERVE - Community Transport	2,715.77	209.38	2,925.15
310 Ranger Vehicle	2,016.21	251.03	2,267.24
350 Electric Vehicle Chargepoints	4,660.01	932.00	5,592.01
400 Community Centre	9,834.18	2,005.81	11,839.99
401 Building Supervisor Salary	2,829.08	0.00	2,829.08
405 RESERVE - Community Centre Capital Exp.	7,096.80	1,281.36	8,378.16
406 RESERVE - Ginnel improvements	0.00	0.00	0.00
407 RESERVE - Newtown Capital Expenditure	1,200.00	758.00	1,958.00
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	4.32	0.00	4.32
500 Hanging Baskets	4,905.44	981.08	5,886.52
600 Village Events	8,566.67	1,463.12	10,029.79
660 CCTV Contribution	3,818.89	763.78	4,582.67
670 RESERVE - Neighbourhood Plan	0.00	0.00	0.00
Council Total	176,156.76	12,321.77	188,478.53
Total Payments	176,156.76	12,321.77	188,478.53

# Financial Statement - Cashbook

Statement of receipts and payments between 01/04/21 and 28/02/22 inclusive. This may include

## Closing Balances

### Ordinary Accounts

PayPal Account	£508.97
Petty Cash	£200.00
RBS Current A/C + High Int. A/C	£33,829.24

### Short Term Investment Accounts

Cambs & Counties Bank - 5-year Bond	£84,072.95
Nationwide Business 1 Year Saver	£85,002.93
The Cambridge Building Society	£68,000.00
Total	£271,614.09

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

## Reserve Balances

Footpath CC-Market Street	£20,000.00
Community Centre Development	£10,077.13
Community Transport - Ops Fund	£1,730.97
Allotment Deposits	£657.85
Community Grants	£1,488.35
Working Balance Reserve	£38,818.00
Unallocated Capital Expenditure	£53,539.28
Election/Referendum Reserve	£2,000.00
Community Bus Depreciation	£12,000.00
Newtown Playing Fields	£10,430.00
Arnold Rhodes Playing Fields	£10,000.00
Electric Vehicle Chargepoints Project	£0.00
Cheshire East Volunteer Coordination Point Grant	£4,338.20
Reserves total	£165,079.78