



DISLEY PARISH COUNCIL

**Councillors are summoned to the Full Council Meeting to be held on 9th October 2025 at 7pm at
Disley Community Centre, SK12 2BB**

This meeting will be recorded for ease of minute production.

Signed: Sarah Allen (Parish Clerk)

Dated: 3rd October 2025

1. Apologies

To receive and approve any Apologies for Absence.

2. Declaration of Interest

To receive any declarations of Disclosable Pecuniary Interests (DPI), Personal Interests or Prejudicial Interests as defined in the Member Code of Conduct.

3. Public Open Forum

To receive comments from members of the public in accordance with guidance provided on the website: [Public-Participation-at-Council-Meetings-11-02-2015.pdf](#).

4. Cheshire East Councillors' Report

To receive Cheshire East Councillors' Report.

5. Minutes

To approve and sign the minutes from the Council Meeting held 11th September 2025.

6. Chair's Report

To receive a report from the Chair.

7. Finance

- a) To note that the bank reconciliation for August 2025 has been signed by the RFO and been verified and signed by Cllr Windsor.
- b) To approve and sign the finance report for month 5.
- c) To approve the transfer of £3,000 from general reserves to the Community Transport budget heading.
- d) To retrospectively approve the payment schedule for 09.09.25 and note that all invoices were verified by 2 councillors.
- e) To retrospectively approve the payment schedule for 19.09.25 and note that all invoices were verified by 2 councillors.
- f) To note and retrospectively approve that, following the approval of item 8k in regards to the provision of two sets of lights for the Christmas Trees, at the Council meeting held on 11th September 2025, the company subsequently advised that their original quote was incorrect. A revised quote, reflecting a slightly reduced number of lights, was submitted and accepted due to time constraints regarding ordering. Council is asked to retrospectively approve the order placed.

8. New Website

To note that the tender pack has been sent out to 3 specialist town and parish council website providers and that a full report will be provided to the November Disley Parish Council meeting.

9. Project Teams updates

- a) To agree membership
- b) To receive the Disley Parish Council Projects update.

10. Lone Working

- a) To review DPC Lone Working technology and note StaySafe subscription end 30th November 2025.

- b) To discuss and approve giving 30 day notice period as per staff wishes.
- c) To note that the Clerk is seeking alternative Lone Working technologies.

11. Community

- a) To note and discuss actions - DPC has received a petition from the Disley Community for provision of a skate park in Disley.
- b) To note that DPC has received an anonymous noise complaint letter regarding barking dogs at a property on Red Lane.
- c) To retrospectively agree notice given to tenant on Newtown fields and to prepare a new Common Law Tenancy Agreement for new tenant.
- d) To consider Cheshire East Disley Air Quality Management Area revocation.
- e) To note thanks given by the Disley Local History Society for accommodating the 'Time Capsule'.

12. Completion of External Audit

- a) To note that the internal audit identified two issues: the risk assessment, completed by the RFO in February 2025 but not approved by the Council within the audit year (formally approved on 25/05/2025), and Transparency Code compliance (contracts over £5,000 and land/building assets, recorded in the Assets Register to be published online). These matters were also noted in the external auditor's completion report (AGAR S3), published online on 15/09/2025 in accordance with Sections 20(2) and 25 of the Local Audit and Accountability Act 2014 and Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234) and will be addressed by the RFO.

13. Governance

- a) To receive a report from the Finance Officer regarding Assertion 10 of the 2025-26 Annual Governance and Accountability Return (AGAR), as detailed in the SAPPP Practitioners' Guide 2025.
- b) To note that the Responsible Finance Officer will ensure compliance with Assertion 10 by end February 2026 and that this will involve officer training on GDPR and FOI requests.

14. Risk Assessment

- a) To note that the risk assessment has been updated to include Assertion 10 of the Accountability and Governance Return 2025-26.
- b) To approve the updated risk assessment 2025-26.

15. Planning

- a) To consider the following applications received

Reference	Address	Details	COMMENTS
25/3168/FUL	Seven Springs Guide Camp, Corks Lane, Disley SK12 2AZ	Refurbishment including internal modifications and fabric upgrade and external works including canopy to existing Venture House building.	Deadline 06/10/25 – extension to 13/10/25 requested
25/3561/HOUS	34 Jacksons Edge Road, Disley SK12 2JL	New second storey above existing bungalow, with single storey side, infill extension.	Deadline 16/10/25

b) To note the following application decisions made by CEC

Reference	Address	Details	COMMENTS
25/0380/HOUS	36 Buxton Road West, Disley SK12 2LY	Two storey front extension and part two storey, part single storey rear extension	Refused – 1) The proposed extensions and alterations are disproportionate to the original size of the building and therefore are an inappropriate form of development within the Green Belt. 2) The proposed extensions and alterations to the dwellinghouse fail to appear subordinate and commensurate to the scale, form and appearance of the existing building, introducing visually dominant and overly contemporary features which would be out of keeping with the rural residential character of the site and the surrounding area.
25/2139/CLPU D	109 Buxton Old Road, Disley SK12 2BU	Certificate of lawful proposed development of a detached building	Positive certificate
25/2412/HOUS	4 Orford Avenue, Disley SK12 2BH	First floor extension over existing garage and single storey rear extension, planning previously agreed but has expired October 2024	Approved with 3 conditions
25/2420/HOUS	111 Buxton Old Road, Disley SK12 2BU	Erection of extension to front elevation and form enlarged lounge, landscaping works and installation of external wall insulation.	Approved with 3 conditions

16. Meetings

Date & Time	Meeting / Event	Venue
TBA	Community Bus	Community Centre
9 th October 2025	Health & Wellbeing	Teams
16 th October 2025 @ 10am	Finance Meeting (budget)	Community Centre
17 th October @ 9.30am	SEND Drop-In	Disley Library
19 th October @ 11am	Civic Service	St Mary's Church
9 th November @ 11am	Remembrance Service	Ram Green @ St Mary's Church
13 th November @ 7pm	Council Meeting	Community Centre

17. Exclusion of Press & Public

To resolve that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transactedⁱ

18. Staffing Matters

- a) To note confidential report HR/PC/19/09/2025.
- b) To approve and sign an addendum to the existing employment contract in order to correct an error identified in the original document relating to the date of salary increments.

19. Community Star and QE11 youth awards.

- a) To note the nominations for the awards
- b) To agree actions

20. Close of Meeting

ⁱ <https://www.legislation.gov.uk/ukpga/Eliz2/8-9/67/section/1>