

Haslington Parish Council

Minutes of Meeting held on Monday 8th January 2024

Attendance: Cllrs. Samantha Green – Chair, Howard Blake, Mike Blakeman, Yvonne Bushill, Connie Davis, Martin Deakin, Steve Edgar, Graham Sawyer, Andrew Stubbs, Rob Welch, Stephen Welch

Apologies: Cllrs. Janet Griffith, Melissa Mews, Anthony Peake, Mark Trigger

Not in attendance: N/A

Also in attendance: Wayne Salisbury - Clerk, Cllr Alison Heler (Cheshire East)

Public: None

Meeting started at 7:00 pm

1. Welcome

The chair opened the meeting and wished all members a Happy New Year and that they had a great Christmas.

2. To receive apologies for absence

Apologies received and accepted from Cllr Griffith, Cllr Mews, Cllr Peake, Cllr Trigger

3. Declarations of Interest

Cllr Green declared an interest in item 8 - Schedule of payments.

4. Policing Matters

The PCSO was not in attendance but had provided the following report ahead of the meeting to be shared with members.

Criminal Damage = X 0 / Suspicious incidents = x 3 / Haslington = Caller had a suspicious phone call to their person phone number. The person calling swore down the phone at the caller.

Haslington = Caller stated that they had a stale sausage roll through the callers letter box.

Barthomley = Caller had a suspicious person looking through the windows and doors of their property.

Anti-social behaviour = X 2 / Haslington = 2 males on Motor Bikes riding along Clay Lane anti-socially, one was not wearing a helmet. / Oakhanger = Youths at a house party in Oakhanger were seen throwing road signs and knocking over wheelie bins in to the roads. / Theft other = X 3

*Barthomley Services = Sensitive details / Violence = X 9 Incidents / Haslington = 1 x Neighbour dispute
Haslington = 1 x Malicious communications / Other incidents contain sensitive details.*

5. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on the 4th of December 2023 be approved as a correct record and signed by the Chair

6. Public Participation.

No members of public were in attendance.

7. Cheshire East Borough Councillors' Reports

Cllr Heler reported.

- Multiple issues with blocked drains have been reported.
- Pothole outside Co-Op is now fixed.
- Elton Lane issue, sewage reported, possible issues with septic tanks which needs investigating.

- Elton Lane – Continued issues with oversized vehicles using the lane which is causing damage to verges and road. The lane is impassable on foot.

Cllr Edgar Reported.

- A planning application for 54 homes on Close Lane has been submitted. This is no longer situated in the Parish and now lies with Alsager Town Council to make any comments.

8. Authorisation of Payments

RESOLVED: The schedule of payments correctly states the invoices presented and that the following are authorised to be paid or accepted as paid (As detailed on page 109) £1081.42 to be paid, £2578.62 as paid under 5.5b,

9. Clerks Report

The Clerk summarised their written report highlighting the continued wait for the insurance claim payment. It was also noted that correspondence had been received and responded to regarding a tree on the Gutterscroft playing field.

A clarification was made that as per the Council social media Policy, members were to not engage with posts on social media. Members of the public can contact the council directly if any issues need to be brought to the council's attention.

10. Community Infrastructure Levy (CIL)

A correction was noted to the CIL report which shows a total CIL money received of £7915.86. (As detailed on page 110) It was reminded that council resolved at the December meeting that this amount will be part of the appropriation for Council spending in the 2024-25 year.

11. Budget Review

RESOLVED: To accept and approve the budget review update for quarter 3. (As detailed on page 111-12)

12. Bank Reconciliation

RESOLVED: To accept the Bank Reconciliation completed on 2nd January 2024. (As detailed on page 113)

Cllr Sawyer and Cllr Blakeman confirmed that they had checked and verified the bank statements and the payments and receipts list.

13. Gutterscroft Centre Broadband

RESOLVED: To progress with ordering a fixed telephone line to accommodate broadband at the Gutterscroft Centre.

The following costs were accepted; Monthly fee £35.95, One-off fees of £29.95 and non-standard installation of up to £1000 (if a standard installation is not viable).

14. Equal Opportunities Policy

RESOLVED: for the Council and members to adopt the presented Equal Opportunities Policy.

15. Winterley Ward

Cllr Blakeman raised the state of footpaths on the main road as well as issues resulting from the road sweeper.

16. Oakhanger Ward

Cllr Bushill raised that the Speed Indicator Device in Oakhanger which is now operational is displaying excessive speeds in yellow and not red. It was clarified that the device is a single-colour display and that it will not display any figure in red.

Cllr Bushill informed that Holmshaw Lane is impassable on foot and that it has not been helped with recent weather conditions and potential drainage issues.

17. Haslington Ward

Cllr Stubbs raised a report from the South East Cheshire Ornithological Society concerning the reduction of Swifts in the area which has decreased to an extremely low level. (<https://www.secos.org.uk/swift-survey/>)

It was noted that this could be a consideration when the Council is reviewing planning applications, and that the Council could choose to fund swift boxes potentially from the CIL fund.

Cllrs Stubbs raised if we were aware of the Community Ownership fund. It was suggested that with future information it may be appropriate for this to feature on an agenda of a future meeting.

Meeting closed at 8:00 pm.

Haslington Parish Council
Schedule of Payments
8th January 2024

Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe
1 09/01/2024	ChALC	Roles & Responsibilities Training - Cllr M Trigger	25.00		LGA 1972 S111	Yes
2 09/01/2024	Clean as Newall	Gutterscroft Centre - Deep Cleaning 7/12/23	94.00		LGA 1972 S133	Yes
3 10/01/2024	Winterley Methodist Church	Room Hire - Planning Committee Meeting 13/12/23	30.00		LGA 1972 S111	Yes
4 09/01/2024	JD Services	Litterbin Emptying Haslington/Winterley	140.00	840.00	Litter Act 1983 S5	Yes
5 09/01/2024	JD Services	Erecting Solar Christmas Lights - as per Odd Jobs Tender	400.00		LGA 1972 S145 Entertainment	Yes
6 09/01/2024	JD Services	Flood Light Hire for Christmas Carol Service	40.00	92.42	LGA 1972 S145 Entertainment	Yes
7 09/01/2024	JD Services	Odd Job Maintenance (13 hours)	260.00		Open Spaces Act 1906 ss9 & 12	Yes
8 09/01/2024	W Salisbury	Gutterscroft Consumables - Cleaning products	37.62		LGA 1972 S133	Yes
9 09/01/2024	W Salisbury	Stationery - Amazon - A4 Plastic Wallets	6.55	92.42	LGA 1972 S111	Yes
10 09/01/2024	W Salisbury	Stationery - Amazon - Lever Arch Files	20.64		LGA 1972 S111	Yes
11 09/01/2024	W Salisbury	Stationery - Amazon - Stapler & Staples	5.12		LGA 1972 S111	Yes
12 09/01/2024	W Salisbury	Clerks Expense - Printing (HP Ink)	22.49		LGA 1972 S111	Yes
Total			1081.42			

Payments made as authorised on the approved payments list (5.5b)						
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe
13 12/12/2023	Smarty	Phone Monthly Fee	7.20		LGA 1972 S111	Yes
14 01/01/2024	British Gas	Gutterscroft Gas Useage	58.00		LGA 1972 S133	Yes
15 28/12/2023	Waterplus	Gutterscroft Water Useage	93.74		LGA 1972 S133	Yes
16 26/12/2023	Smarty	Phone Monthly Fee (CCTV)	9.00		LGA 1972 S111	Yes
17 22/12/2023	W Salisbury	Salary - December - Inc Back pay adjustment as resolved at Dec meeting	1803.2		LGA 1972 S112	Yes
18 22/12/2023	HMRC	PAYE - TAX & NI	607.48		LGA 1972 S112	Yes
Total			2578.62			

Payments made as authorised under financial regulations 5.5a						
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe
Total			0.00			

Payments made under £500 as authorised with the Chair under financial regulations 4.1						
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe
Total			0.00			

Resolved to be paid at the meeting held on
Minute Reference

8th January 2024

Neighbourhood Community Infrastructure Levy				
Haslington Parish Council			Annual Report 2022 - 2023	
Date Received	Amount	Date Spent	Amount	Project
14/10/2021	£1,939.23	Not spent - held in earmarked reserve		
09/06/2022	£3,162.03	Not spent - held in earmarked reserve		
20/01/2023	£1,580.92	Not spent - held in earmarked reserve		
Sub Total	£6,682.18			

Further CIL Receipts received in current year (2023-24)				
25/05/2023	1233.68			

Grand Total	£7,915.86
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Haslington Parish Council
Budget Review – Quarter 3

Budget 2023-24		Actual - Q1		Actual - Q2		Actual - Q3		Total - YTD		Variance	
Cost Centre	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	
Administration											
3 Telephones / Broadband	£400.00		£48.60		£48.60		£48.60		£145.80		£254.20
4 Postage	£100.00		£7.80		£56.80				£64.60		£35.40
5 Stationery	£1,000.00		£118.45		£69.45		£18.98		£206.88		£793.12
7 Website	£2,000.00				£229.58				£229.58		£1,770.42
8 Subscriptions / Membership	£2,500.00		£2,319.79		£320.64		£716.40		£3,356.83		£856.83
9 Legal Fees	£1,500.00										£1,500.00
10 Audit Fees	£1,500.00		£510.00						£510.00		£990.00
11 Election Costs	£2,000.00										£2,000.00
12 Insurance	£4,000.00										£4,000.00
13 Room Hire	£550.00		£81.00		£102.00				£183.00		£367.00
14 Computer	£500.00				£155.87				£155.87		£344.13
31 Planning Matters											
33 Noticeboards	£1,000.00				£1,881.00		£1,881.00		£3,762.00		£2,762.00
41 Employee Expenses	£500.00						£19.35		£19.35		£480.65
42 Employee Training	£200.00				£60.00				£60.00		£140.00
49 Payroll Services	£300.00				£210.00				£210.00		£90.00
Total	£18,050.00		£3,085.64		£3,133.94		£2,684.33		£8,903.91		£9,146.09
Christmas											
18 Christmas Tree	£2,500.00						£1,305.00		£1,305.00		£1,195.00
19 Christmas	£500.00										£500.00
Total	£3,000.00						£1,305.00		£1,305.00		£1,695.00
Defibrillators											
36 Defibrillator Maintenance	£400.00										£400.00
37 Defibrillator Purchase											
Total	£400.00		£0.00		£0.00		£0.00		£0.00		£400.00
Floriculture											
25 Floriculture Maintenance	£10,000.00		£3,220.00		£3,215.00		£2,015.00		£8,450.00		£1,550.00
Total	£10,000.00		£3,220.00		£3,215.00		£2,015.00		£8,450.00		£1,550.00
Grants / Donations											
15 Churchyard Upkeep	£2,000.00				£550.00				£550.00		£1,450.00
16 Youth Groups							£200.00		£200.00		
17 Grants / Donations	£2,500.00		£1,200.00						£1,200.00		£1,300.00
Total	£4,500.00		£1,200.00		£550.00		£200.00		£1,950.00		£2,750.00
Grass-cutting											
26 Grass-cutting	£4,000.00		£966.00		£1,301.00		£978.00		£3,245.00		£755.00
Total	£4,000.00		£966.00		£1,301.00		£978.00		£3,245.00		£755.00
Gutterscroft											
21 Maintenance	£4,000.00		£278.00		£2,683.60		£1,256.00		£4,217.60		£217.60
22 Utilities	£2,000.00		£437.12		£919.11		£363.55		£1,719.78		£280.22
34 Feasibility Study									£0.00		
46 Gutterscroft Income		£7,610.00		£2,245.00		£3,510.00		£3,067.50		£8,822.50	£1,212.50
56 Rebuild Project											
57 Equipment / Sundries			£66.53		£146.28		£338.40		£551.21		£551.21
58 Hire Refund						£-40.00		£-150.00		£-190.00	£190.00
Total	£6,000.00		£781.65		£3,748.99		£1,957.95		£6,488.59		£913.91

Cont. on page 112

Haslington Parish Council
Budget Review – Quarter 3

Cont. from page 111

Budget 2023-24			Actual - Q1		Actual - Q2		Actual - Q3		Total - YTD		Variance
Cost Centre	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	
Littering / Flytipping											
32 Littering / Flytipping	£2,000.00		£325.00		£455.00		£455.00		£1,235.00		£765.00
Total	£2,000.00		£325.00		£455.00		£455.00		£1,235.00		£765.00
Members Expenses											
27 Members Expenses	£1,000.00										£1,000.00
28 Members Training	£500.00				£120.00		£365.00		£485.00		£15.00
Total	£1,500.00		£0.00		£120.00		£365.00		£485.00		£1,015.00
Misc Income											
39 VAT Reclaim		£5,000.00				£686.75		£1,225.69		£1,912.44	£3,087.56
48 Misc Income		£7,500.00		£2,949.30		£3,283.82		£1,949.11		£8,182.23	£682.23
Neighbourhood Plan											
35 Neighbourhood Plan	£3,000.00				£366.80				£366.80		£2,633.20
Total	£3,000.00		£0.00		£366.80		£0.00		£366.80		£2,633.20
Parish Community											
23 Play Equipment	£2,000.00		£294.00				£2,028.53		£2,322.53		£322.53
24 Playing Field	£500.00		£290.00		£923.02				£1,213.02		£713.02
38 Community Maintenance	£3,000.00		£20.00		£525.00		£1,750.00		£2,295.00		£705.00
40 Community Projects / Activities	£10,000.00		£465.00		£95.00		£100.00		£660.00		£9,340.00
43 Village Green Fencing											
44 Community Cinema											
45 Benches / Bins	£1,000.00										£1,000.00
47 Best Kept Garden	£750.00				£679.45		£75.15		£754.60		£4.60
50 Jubilee Projects / Orchard											
51 SIDs	£500.00										£500.00
52 Bus Shelter											
53 Public Convenience	£1,040.00										£1,040.00
54 Newsletter / Information											
55 Discount Card Scheme											
59 Coronation	£3,000.00		£411.95				£1,790.40		£2,202.35		£797.65
Total	£21,790.00		£1,480.95		£2,222.47		£5,744.08		£9,447.50		£12,342.50
Payroll											
1 Salaries and Wages	£15,800.00		£4,686.35		£3,043.53		£4,667.89		£12,397.77		£3,402.23
2 Tax and NI			£1,325.54		£298.96		£1,323.61		£2,948.11		£2,948.11
Total	£15,800.00		£6,011.89		£3,342.49		£5,991.50		£15,345.88		£454.12
Precept											
6 Precept		£90,000.00		£45,000.00		£45,000.00				£90,000.00	£0.00
Remembrance											
29 War Memorial	£150.00		£100.00				£140.00		£240.00		£90.00
30 Remembrance Activities	£600.00				£588.00		£60.00		£648.00		£48.00
Total	£750.00		£100.00		£588.00		£200.00		£888.00		£138.00
Streetlighting											
20 Streetlighting	£1,000.00		£329.92		£691.58		£725.64		£1,747.14		£747.14
Total	£1,000.00		£329.92		£691.58		£725.64		£1,747.14		£747.14
	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	Payments	Receipts	
GRAND TOTAL	£91,790.00	£110,110.00	£17,501.05	£50,194.30	£19,735.27	£52,440.57	£22,621.50	£6,092.30	£59,857.82	£108,727.17	

Haslington Parish Council

Prepared by: Wayne Salisbury (Clerk/RFO)
Name and Role (Clerk/RFO etc)

Date: 2nd Jan 2024

Approved by: Wayne Salisbury (Clerk/RFO)
Name and Role (RFO/Chair of Finance etc)

Date: 2nd Jan 2024

Bank Reconciliation at 02/01/2024			
	Cash in Hand 01/04/2023		212,244.26
	ADD		
	Receipts 01/04/2023 - 02/01/2024		108,727.17
			320,971.43
	SUBTRACT		
	Payments 01/04/2023 - 02/01/2024		59,887.82
A	Cash in Hand 02/01/2024 (per Cash Book)		261,083.61
	Cash in hand per Bank Statements		
	Petty Cash 30/11/2023	0.00	
	CCLA 30/11/2023	150,000.00	
	Coop Reserves Account 02/01/2024	25,700.33	
	Main Bank Account 02/01/2024	85,532.28	
			261,232.61
	Less unrepresented payments		149.00
			261,083.61
	Plus unrepresented receipts		
B	Adjusted Bank Balance		261,083.61
	A = B Checks out OK		

Checked and Verified by:

[Cllr Graham Sawyer](#)

[Cllr Mike Blakeman](#)