

# Haslington Parish Council

## Minutes of Meeting held on Monday 5<sup>th</sup> February 2024

**Attendance:** Cllrs. Samantha Green – Chair, Howard Blake, Yvonne Bushill, Connie Davis, Martin Deakin, Steve Edgar, Janet Griffith, Anthony Peake, Graham Sawyer, Andrew Stubbs, Rob Welch, Stephen Welch

**Apologies:** Cllrs. Mike Blakeman, Mark Trigger

**Not in attendance:** Cllr Melissa Mews

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

**Public:** 2

**Meeting started at 7:00 pm**

### 1. Welcome

The Chair opened the meeting and thanked everyone for attending. The chair reminded members of the standing orders and the importance of raising their hands if they wished to speak.

It was also raised that it was a large agenda this evening so members needed to keep to the agenda items as well as go through required resolutions as quickly as possible, helping by keeping voting hands raised whilst the clerk records the votes.

The Chair mentioned that the ChALC training schedule had recently been shared and that the roles and responsibilities course was worth attending.

The Chair reminded members of the importance of replying to necessary emails within 48 hours to assist the clerk.

### 2. To receive apologies for absence

Apologies received and accepted from Cllr Blakeman and Cllr Trigger

### 3. Declarations of Interest

Cllr Green declared an interest in item 8 - Schedule of payments. item 11 – External Audit, item 21 – Floriculture Tender, item 22 - Odd Jobs Tender.

Cllr R Welch declared an interest in item 13 – Speed Indicator Devices.

Cllr Peake declared an interest in item 17 - Defibrillator Funding.

Cllr Davis declared an interest in item 17 - Defibrillator Funding.

### 4. Policing Matters

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

*Beat Report for Haslington for January 2024.*

*Anti-social behaviour – X 2 / 1 X ASB Incident – Haslington – On-going neighbour dispute / 1 X ASB Incident – Weston – Fly tipping incident near to the Weston Allotments. / Suspicious activity – X 3 / 1 X Suspicious incident – Crewe Green – Males knocked on a door saying that they had broke down.*

*1 X Suspicious incident – Haslington – Lady pacing up and down outside Haslington Primary School, she was not thought to be picking up a child.*

*1 X Suspicious incident – Weston – Caller reporting males asking for scrap metal and looking at items on his property. / Burglary – 1 X Weston – David Whitby Way – 2 x commercial sheds broken into.*

*1 X CREWE GREEN – Narrow Lane – St Micheals and All Angels Church – It had it's window smashed and broken into.*

*1 X WESTON - Believed to have happened over 6 months ago.*

*Fraud - 1 X Hotel booking scam – Weston / 1 X Letter scam – Haslington*

## **5. Minutes of the previous meeting**

RESOLVED: that the minutes of the meeting held on the 8<sup>th</sup> January 2024 be approved as a correct record and signed by the Chair

## **6. Public Participation.**

Nothing was raised from the members of the public in attendance.

## **7. Cheshire East Borough Councillors' Reports**

Cllr Heler reported.

- Good news that there will be no parking charges in Haslington.
- Elton Lane drain issue is now being sorted.
- Pool Lane Development Phase 3 has now started, no issues reported. It was noted that a road sweeper is in constant use.

Cllr Peake asked why Haslington will not be paying parking charges. Cllr Heler stated that it is not financially viable and that Cheshire East don't own the land.

Cllr Griffith asked if the ownership of the Waterloo Road car park can be promoted. Cllr Edgar advised that we don't currently have the necessary evidence to be able to do that.

## **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 125) £2243.92 to be paid, £2963.68 as paid under 5.5b, £3258.26 as paid under 5.5a and £90.00 as paid under 4.1.

The Clerk noted that the schedule of payments now also details receipts to the Council for the previous month.

## **9. Payment Arrangements**

RESOLVED: that all payments from the Council for goods and services continue to be made via direct payment (BACS) when possible.

## **10. Clerks Report**

The Clerk summarised their written report highlighting;

- Phone line installation at the Gutterscroft takes place on the 19<sup>th</sup> February.
- Insurance quotes for the Council's policy are currently being obtained for a decision to be made at the March meeting.
- Energy contract for street lighting needs to be moved to a new provider, will provide an update once more information is available.
- The work on the WC lease is being continued with the solicitor, more information will be brought to members once available.
- Gutterscroft Health & Safety actions completed following the recent audit.

It was also noted that correspondence had been received and responded to regarding unadopted roads on the Stuart Milne estate, dog fouling on the Gutterscroft playing field and fly-tipping on the Hazlemere estate.

***Cllr Green left the meeting at 7:18pm***

***Cllr Sawyer took the chair at 7:18pm***

## 11. External Audit

RESOLVED: To accept the report presented and approve its submission to the external auditor.

*Cllr Green rejoined the meeting and took the chair at 7:22pm*

## 12. Investment Strategy

RESOLVED: To adopt the presented investment strategy policy.

## 13. Speed Indicator Devices

The chair explained that the SID currently located in Oakhanger is not working properly and recently has been operational by having the battery replaced every few days. It was noted that the solar panels on this device are not providing any charge to the battery. It was also stated that this location has not been approved by highways and no permit is in place.

Cllr Griffith asked if the Vehicle Activated Signs (VAS) coming into both sides of Oakhanger work. It was confirmed they do and that they are owned by Cheshire East.

The Clerk shared that the SID locations as resolved at the December 2023 meeting have not yet been applied for until the devices are operational. It was stated that no further sites were identified by highways as necessary in Oakhanger and that the location in Oakhanger resolved by the council to be applied for may be viable after further queries were made with highways.

It was also noted that there are 4 existing SID posts across the Parish, 2 of which currently have devices mounted but there is uncertainty as to who owns these and this is currently being determined by highways.

Cllr S Welch queried why we are running into costs for repairs and permissions when the police may not act on any speed data given.

Cllr Blake stated that we have a responsibility to advise people of excessive speed by using SIDS.

Cllr Davis spoke of their experience with the speed watch team and the importance of exact locations.

RESOLVED: To remove the SID currently located in Oakhanger so that it can be examined and repaired and to be reinstated in an approved location once operational.

## 14. Asset Register

The following proposals were resolved regarding assets being declared in the Council's insurance policy.

RESOLVED: To include floriculture assets in the insurance policy to a value of £14700.

RESOLVED: To include all benches in the insurance policy to a value of £18900.

RESOLVED: To include litter bins in the insurance policy to a value of £4040.

RESOLVED: To include playground equipment in the insurance policy to a value of £95000.

RESOLVED: To include CCTV assets in the insurance policy to a value of £10000.

RESOLVED: To include the interest panel sign in the insurance policy to a value of £1000.

RESOLVED: To remove the currently declared SID Traffic camera assets from the insurance policy.

RESOLVED: To include the new SIDS in the insurance policy to a value of £9000.

RESOLVED: To include the Gutterscroft contents in the insurance policy to a value of £7000.

RESOLVED: To include the new noticeboards in the insurance policy to a value of £7416 and to remove the previously listed noticeboards.

RESOLVED: To include 5 defibrillators in the insurance policy to a value of £9630.

RESOLVED: That the declared asset value for insurance purposes is £788,344.39. (Restated as correct figure – as detailed on page 126)

### **15. Gutterscroft Door Replacement**

5 companies were invited to provide a quote and members reviewed the quotes received from 3 different companies for both UPVC and aluminium doors.

Cllr S Welch raised that a commercial building with doors used frequently should not be made from UPVC and that aluminium would be the appropriate type.

RESOLVED: To spend up to £4115 (including VAT) for replacement aluminium doors pending the receipt of a full specification from the 2 companies which have quoted for this door type.

### **16. Swift Box Scheme**

RESOLVED: To provide funding to a value of £1400 to allow the launch of a scheme which will see swift boxes installed across the parish by working in cooperation with residents.

Cllr Stubbs to liaise with the clerk on the launch of the scheme which will be promoted via the council website, social media and targeted leaflet drop.

### **17. Defibrillator Funding**

Cllr Davis raised that in the capacity of their work with the Haslington Support Group, they had recently emailed the clerk and chair to advise that the Haslington Support Group wanted to work with the Parish Council to fund 2 defibs.

Cllr Davis stated that they felt they had been rebuffed by the Clerk and that members should have had the opportunity to discuss the matter.

The clerk clarified that their response to Cllr Davis stated that the Parish Council has already resolved to spend £10K on defibs during 2024-25 and that this could fund 5-10 new defibrillators. The clerk added that due to the council's commitment to defibs in the coming year the support group may not need to fund also. This information was given as positive and beneficial to the Haslington support group as it could avoid them having to fund something which already has funding allocated. (from the Parish Council)

It was also stated by the clerk that the Haslington support group have a right to arrange and install any defibs which they fund and of course, this could be done in addition to the defibs funded and installed by the parish council.

The clerk confirmed that this item on applying for funds from the DHSC was included in the agenda following a specific request from a member.

The chair reminded Cllr Davis this agenda item is looking at the council applying for this particular fund for 1 defibrillator unit and not for general discussion on defibs and that if they want a specific motion or proposal on the agenda then that request needs to be formally made to the clerk.

RESOLVED: To make an application once a location has been confirmed for funding with <https://www.defibgrant.co.uk/>

### **18. Street Trading Policy Consultation**

RESOLVED: That no comments are to be submitted in response to this consultation.

### **19. Coronation Planters**

RESOLVED: To locate the recently purchased coronation planters in the following locations;

- Oakhanger Methodist Church & Community Centre, Butterson Lane, Oakhanger
- Grass verge opposite 451 Crewe Road, Winterley

It was noted that due to the planter in Oakhanger being located on private land and the planter in Winterley replacing an existing planter that they could be put into place without any further applications being made.

**20. Exclusion of Press and Public**

RESOLVED: That the public were excluded under Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

*Cllr Green left the meeting at 9:21pm*

*Cllr Sawyer took the chair at 9:21pm*

**A proposal without notice was made to move that the meeting be extended beyond 2 hours.**

RESOLVED: That the meeting continue beyond 2 hours as stated in standing orders 3 X.

**Part 2**

**21. Floriculture Tender**

RESOLVED: That the tender information from 2023 informed members that the appropriate option would be to request a quote from the incumbent contractor for floriculture services from April 2024 to March 2025. It was noted that this will then align all contract commencement dates from 2025.

*Cllr Blake left the meeting at 9:41pm*

*Cllr Deakin left the meeting at 9:41pm*

**22. Odd Jobs Tender**

RESOLVED: That the tender information from 2023 informed members that the appropriate option would be to request a quote from the incumbent contractor for odd job services from April 2024 to March 2025. It was noted that this will then align all contract commencement dates from 2025.

**Meeting closed at 9:43 pm.**

**Haslington Parish Council  
Schedule of Payments  
5th February 2024**

Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe
1	Netwise	Website Hosting & Domain Renewal for 09/02/24 to 08/02/25	552.00		LGA 1972 S142	Yes
2	Winterley Methodist Church	Room Hire - Full Council Meeting 08/01/24	30.00		LGA 1972 S111	Yes
3	ChALC	Understanding Neighbourhood Plans Training - Cllr M Mews (23/01/24)	30.00		LGA 1972 S111	Yes
4	JD Services	Christmas Tree Disposal / Lights Removal - as per tender	1030.00		LGA 1972 S145 Entertainment	Yes
5	JD Services	Litterbin Emptying Haslington/Winterley	175.00	1495.00	Litter Act 1983 S5	Yes
6	JD Services	Odd Jobs - SID Repair/Battery Change - Gutterscroft Drain / Noticeboard	290.00		LG and Rating Act 1997, s 26	Yes
7	W Salisbury	Amazon - Noticeboard for Gutterscroft Centre (Resolved on 18/01/24)	49.00		LGA 1972 S133	Yes
8	W Salisbury	Amazon - First Aid Kit for Gutterscroft Centre - H & S Requirement	34.95		LGA 1972 S133	Yes
9	W Salisbury	Amazon - HSE Poster for Gutterscroft Centre - H & S Requirement	9.00	136.92	LGA 1972 S133	Yes
10	W Salisbury	Amazon - Wall-mounted ashtray for Gutterscroft Centre - H & S Req	15.99		LGA 1972 S133	Yes
11	W Salisbury	Amazon - Signage for Gutterscroft Centre - H & S Req	27.98		LGA 1972 S133	Yes
<b>Total</b>			<b>2243.92</b>			

Payments made as authorised on the approved payments list (5.5b)							
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe	
12	08/01/2024	Smarty	Phone Monthly Fee	7.20		LGA 1972 S111	Yes
13		British Gas	Gutterscroft Gas Usage - Charges from 08/12/23 to 06/01/24	58.00		LGA 1972 S133	Yes
14	04/02/2024	Waterplus	Gutterscroft Water Usage - Charges from 09/12/23 to 10/01/24	30.97		LGA 1972 S133	Yes
15	26/01/2024	Smarty	Phone Monthly Fee (CCTV)	9.00		LGA 1972 S111	Yes
16	26/01/2024	W Salisbury	Salary - January	1349.37		LGA 1972 S112	Yes
17	26/01/2024	HMRC	PAYE - TAX & NI	285.87		LGA 1972 S112	Yes
18	20/01/2024	Scottish Power	Gutterscroft Electricity Usage - Charges from 12/09/23 to 28/12/23	486.23		LGA 1972 S133	Yes
19	16/01/2024	Scottish Power	Streetlighting Energy - Charges from 30/09/23 to 31/12/23	737.04		Highways Act 1980 S301	Yes
<b>Total</b>			<b>2963.68</b>				

Payments made as authorised under financial regulations 5.5a							
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe	
20	10/01/2024	Yoxall Village Hall	Room Hire for meetings held on 2nd Oct / 4th December	34.00		LGA 1972 S111	Yes
21	11/01/2024	Haslington Support Group	Return of held funds for Orchard Project as resolved at November 2023 meeting	1782.40		Return of held funds - not council expenditure	Yes
22	30/01/2024	Ampwire	Radiator Guards for Gutterscroft Centre. (as resolved Sep 2023)	1405.86		LGA 1972 S133	Yes
23	23/01/2024	CPRE - Countryside Charity	Membership to CPRE for 2024	36.00		LGA 1972 S111	Yes
<b>Total</b>			<b>3258.26</b>				

Payments made under £500 as authorised with the Chair under financial regulations 4.1							
Date of Debit	Recipient	Purpose	£	£	Power of expenditure	Scribe	
24	16/01/24	W-Heat	Call out and repair of radiator at Gutterscroft Centre on 15/01/24 (Agreed with the Chair to pay on 16/01/24)	90.00		LGA 1972 S133	Yes
<b>Total</b>			<b>90.00</b>				

Resolved to be paid at the meeting held on  
Minute Reference

5th February 2024

\_\_\_\_\_  
Cllr - Proposer - Sign & Date

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Cllr - Seconder - Sign & Date

**Receipts Jan-24**

Date	Amount	From
29.01.2024	£90.00	Gutterscroft Room Hire
25.01.2024	£90.00	Gutterscroft Room Hire
25.01.2024	£90.00	Gutterscroft Room Hire
25.01.2024	£275.00	Gutterscroft Room Hire
22.01.2024	£100.00	Gutterscroft Room Hire
11.01.2024	£1,330.59	HMRC - VAT Reclaim
09.01.2024	£24.74	Wicksteed - Credit Maintenance
08.01.2024	£1,600.00	Gutterscroft Room Hire
03.01.2024	£671.48	CCLA - Interest
02.01.2024	£175.00	Gutterscroft Room Hire

Item 14 - Asset values to be declared for insurance purposes

Asset	Category	2024-25 Insurance Value
Regalia - x 3	Civic	£4,178.00
Millenium Stone - Commemorative	Civic	£1,848.00
Flag Pole	Civic	£1,899.00
Gutterscroft Centre	Buildings	£541,020.27
Floriculture Planters - x 43	Floriculture	£14,700.00
Benches - x 37	Street Furniture	£18,900.00
Litter Bin - x 10	Street Furniture	£4,040.00
Gutterscroft Play Equipment	Play Equipment	£95,000.00
CCTV	Equipment	£10,000.00
Interest panel	Signage	£1,000.00
New SID (Purchased 2021) x 3	Equipment	£9,000.00
IT Equip - 2 x laptop / 1 x printer	Equipment	£1,350.00
Street lighting on Unadopted Roads		£35,363.12
Gutterscroft Centre Contents (To Expand)		£7,000.00
Notice Board - Council New (2023) x 3	Street Furniture	£7,416.00
Defibrillator - x 5	Equipment	£9,630.00
War Memorial	Civic	£26,000.00
		<b>£788,344.39</b>