

Haslington Parish Council

Email: haslingtonparishcouncil@gmail.com

Website: www.haslington.org

30th November 2020

To: **Members of Haslington Parish Council**

Dear Councillor

You are summoned to attend a meeting of Haslington Parish Council which will be held on **Monday 7th December 2020 at 7pm**

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held virtually using the Zoom platform

To login in to the meeting, please use the following information:-

- Zoom Link: <https://us02web.zoom.us/j/87632943040?pwd=RHR0d3J6SjJtdmdVQU8rdUJQWDRidz09>
- Meeting ID: 876 3294 3040
- Passcode: 030457

Yours sincerely

H. Marr

Hannah Marr

Clerk and Responsible Financial Officer

Agenda

- 1 To receive apologies for absence
- 2 To note declarations of Members' interests
- 3 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments
- 4 To confirm the Minutes of the Haslington Parish Council Meeting held on Monday 2nd November 2020 **(attached)**
- 5 To receive a report from the Chair of Haslington Parish Council
- 6 To receive a report from the Vice-Chair of Haslington Parish Council
- 7 To receive a report from the Cheshire East Councillors covering the Haslington Parish
- 8 To note the year to date financial position of the Council to the value shown in the Income and Expenditure Report
 - Net Amount: £35,369.05
 - Gross Amount: £36,652.55**(attached)**
- 9 To approve payment for invoices and funding requests received between 27th October 2020 and 29th November 2020 **(attached)**
- 10 To consider matters related to ending a lease for IT equipment
- 11 To receive and review the Parish Councils Action Matrix **(attached)**

- 12** To consider matters related to the approval and implementation of revised Council Policies which include:-
- a) Standing Orders for Contracts
 - b) Procurement Policy
 - c) General and Earmarked Reserves Policy
 - d) Environmental Policy
- 13** To consider matters related to setting the budget for the financial year 2021 – 2022
(attached)
- 14** To consider matters related to Planning Applications
- 15** To consider matters related to Winterley Ward
- 16** To consider matters related to Oakhanger Ward
- 17** To consider matters related to Haslington Village Ward
- 18** To consider matters related to urgent business needed to be carried out by Haslington Parish Council in the interest and benefit of those who live or operate within the parish boundary

To consider the dates of future meetings of Haslington Parish Council:-

- Monday 4th January 2021
- Monday 1st February 2021
- Monday 1st March 2021

Haslington Parish Council

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Minutes of Meeting held on Monday 2nd November 2020

20/6/01 Attendance

Present:-

Councillors Lee Allen, Howard Blake, Yvonne Bushill, Alan Casey, Martin Deakin, Doris Farrall, Iain Goodwin, Samantha Green, Janet Griffith, Alison Heler, Richard Hovey (Chair), Melissa Mews and Tony Peake

In attendance:-

Hannah Marr (Clerk) and Councillor Steven Edgar (Cheshire East Councillor)

20/6/02 To receive apologies for absence

No apologies were received

20/6/03 To note declarations of Members' interests

Councillor Lee Allen declared an interest related to Haslington and Crewe Green Branch – Royal British Legion

Councillor Doris Farrall declared an interest related to payments made to JD Services and George Farrall

Councillor Samantha Green declared an interest related to payments made to JD Services and George Farrall

Councillor Richard Hovey declared an interest related to Haslington and Crewe Green Branch – Royal British Legion

Councillor Tony Peake declared an interest related to Haslington and Crewe Green Branch – Royal British Legion

20/6/04 Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments

A member of the public raised concerns regarding the proposed Crewe Green housing development adjacent to their property and requested that comments were submitted from the Parish Council relating to maintaining the hedgerows and trees in the area, that it be considered that the playground is relocated away from the road and that access to the public footpath could be dangerous

20/6/05 To confirm the Minutes of the Haslington Parish Council Meeting held on Monday 5th October 2020

The minutes of the Meeting held on Monday 5th October 2020 were approved

20/6/06 To receive a report from the Chair of Haslington Parish Council

The Chair updated Members on the requirements to comply with transparency legislation and regulations relating to publishing information related to Parish Council business

20/6/07 To receive a report from the Vice-Chair of Haslington Parish Council

The Vice-Chair provided an update regarding discussions with the local Police relating to anti-social behaviour and concerns over young cyclists

- 20/6/08** To receive a report from the Cheshire East Councillors covering the Haslington Parish
- Councillor Steven Edgar advised:-
- That he attended the Public Inquiry and made a presentation to support the refusal of 55 new houses north of Charles Barnett Road
 - The works on Shelburne Drive continues and a further update will be provided at the December meeting
 - Councillor Addison has requested a meeting with Highways relating to the parking issues on Bradley Road, Waterloo Road and Crewe Road
 - Funding is being investigated for 20mph repeaters on Waterloo Road
 - The speeding assessment for Oakhanger has been deferred due to budget restrictions
 - Pool Lane will be closed between 14th and 18th December for sewer works
- 20/6/09** To approve payment for invoices and funding requests received between 1st October 2020 and 26th October 2020
- Members **resolved** to approve the payments totalling:-
- Net Amount: £4,371.20
 - Gross Amount: £4,743.58
- 20/6/10** To note the completed Annual Governance and Accounting Statement for the financial year 2019 / 2020
- The Annual Governance and Accounting Statement was noted
- 20/6/11** To consider matters related to the Haslington Neighbourhood Plan
- The Chair updated Members on the research he has undertaken relating to the Neighbourhood Plan
- 20/6/12** To consider matters related to an Action Matrix
- It was **resolved** to implement the Action Matrix
- 20/6/13** To consider matters related to Remembrance Sunday 2020
- The Chair discussed the amended arrangements for Remembrance Sunday due to the restrictions in place for COVID-19
- 20/6/14** To consider matters related to making a donation to the Royal British Legion for a wreath
- It was **resolved** to make a donation of £100 to the Royal British Legion
- 20/6/15** To consider matters related to the Village Green Fencing
- The Clerk advised that quotes are still being sought with the support of a local resident and these will be presented at a future meeting for further discussion
- 20/6/16** To consider matters related to the Carol Service and Christmas activities
- The Chair advised that the Carol Service will not take place this year
- Councillor Blake proposed that residents were encouraged to decorate their homes and it was **resolved** by Members that should any fundraising monies be raised that they are split between the Haslington Village Support Group and the Neighbours Network
- 20/6/17** To consider matters related to Planning Applications
- The Chair will submit comments on the proposed Crewe Green development on behalf of the Parish Council
- The Chair updated Members on the proposed development at the Printworks and concerns relating to parking and bin storage
- 20/6/18** To consider matters related to Winterley Ward
- No matters were raised

20/6/19 To consider matters related to Oakhanger Ward

Councillor Bushill raised concerns about the bus stop and sign not being in place

20/6/20 To consider matters related to Haslington Village Ward

Councillor Casey raised concerns about Park Road not having a road name in place

Councillor Farrall raised concerns regarding the parking at the bottom of Crewe Green Avenue

Councillor Griffiths passed on her thanks to the Haslington Village Support Group for their Halloween Trail which was well received by residents for generating community spirit

The Chair advised Members of the ChALC Training Sessions for Councillors

20/6/21 To consider matters related to urgent business needed to be carried out by Haslington Parish Council in the interest and benefit of those who live or operate with the parish boundary

No matters were raised

To consider the dates of future meetings of Haslington Parish Council:-

- Monday 7th December 2020
- Monday 4th January 2021
- Monday 1st February 2021
- Monday 1st March 2021

The meeting closed at 8.16pm

**Haslington Parish Council
Action Matrix
Meeting Held on 2nd November 2020**

Number	Date	Owner	Details	Update	Status
1	06/07/2020	Councillor Edgar	'Call in' on residential changes, Crewe Road		Live
2	06/07/2020	Chair	S106 money		Live
3	06/07/2020	Councillor Edgar	Post box, Winterley		Live
4	06/07/2020	Councillor Edgar	30 mph sign, Oakhanger		Live
5	06/07/2020	Chair	Neighbourhood Plan	Chair reviewing other council plans	Live
6	02/11/2020	Councillor Edgar	Bus stop, Oakhanger	To be done in financial year	Live
7	02/11/2020	Councillor Edgar	Pot holes, Clay Lane		Live
8	02/11/2020	TP, AH, Clerk, Chair, LA	Remembrance Day	Posters to cancel, attendance at memorial	Live
9	02/11/2020	Chair, Clerk	Donation to British Legion		Live

Number	Date	Owner	Details	Update	Status
10	02/11/2020	Chair, Clerk	Village Green	Awaiting tenders	Live
11	02/11/2020	Councillor Edgar	Road sign, Pro Road		Live
12	02/11/2020	Councillor Edgar	Crewe Green Ave, Parking issue		Live
13	02/11/2020	HB, AH	Christmas decorations competition	Income to be split between Volunteer Group and Neighbours	Live

Haslington Parish Council - Income and Expenditure 2020 / 2021

No	Date	Cheque	Payee	Description	Income	Net	Vat	Gross
				Unpresented Cheques - 2019 / 2020				
	02/12/2019	303833	Poppy Appeal Donation		£ 50.00			
	02/03/2020	303857	Councillor Casey		£ 264.00			
	17/03/2020	303867	Haslington Rangers		£ 70.40			
	18/03/2020	303873	Bates Office Supplies Limited		£ 16.78			
					£ 401.18			
				Financial Year - 2020 / 2021				
	03/04/2020	303873	Bates Office Services Limited	Stationery				£ 16.78
1	06/04/2020	303874	George Farrall	Gutterscroft Maintenance and Litter Picking on Village Green		£ 100.00		£ 100.00
1	06/04/2020	303874	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00		£ 100.00
2	06/04/2020	DD	GB Copier Systems	Printing		£ 25.56	£ 5.11	£ 30.67
3	06/04/2020	303875		Salary - Meeting attendance		£ 102.00		£ 102.00
4	06/04/2020	303876	HMRC	PAYE		£ 25.50		£ 25.50
5	06/04/2020	303877	Clerk	Expenses		£ 19.60		£ 19.60
6	01/04/2020	303878	Checkley Services Limited	Salary		£ 754.31		£ 754.31
7	06/04/2020	303879	JD Services	Flytipping at Gutterscroft		£ 30.00		£ 30.00
7	06/04/2020	303879	JD Services	Tree removal		£ 50.00		£ 50.00
7	06/04/2020	303879	JD Services	Grasscutting - Village Green and Gutterscroft		£ 138.00		£ 138.00
7	06/04/2020	303879	JD Services	Millennium stone weeding		£ 40.00		£ 40.00
8	09/04/2020	303880	Scottish Power	Various Locations		£ 184.92	£ 9.25	£ 194.17
9	03/04/2020	303881	Yoxall Village Hall	Room Hire - April 2019 - April 2020		£ 260.00		£ 260.00
10	06/04/2020	303882	Checkley Services Limited	Anti Virus		£ 29.99		£ 29.99
11	23/04/2020	DD	BNP Paribas Leasing Solutions Ltd	PC and Printer Rental		£ 130.00	£ 26.00	£ 156.00
12	11/04/2020	DD	TalkTalk	Telephone and Broadband		£ 36.76	£ 9.19	£ 45.95
	20/04/2020	303857	Councillor Casey	Website Reimbursement				£ 264.00
13	28/04/2020	303883	JD Services	Grasscutting - Gutterscroft		£ 276.00	£ -	£ 276.00
13	28/04/2020	303883	JD Services	Gutterscroft Football Pitch		£ 600.00	£ -	£ 600.00
14	01/05/2020	303884	Clerk	Meeting Attendance		£ 102.00	£ -	£ 102.00
15	01/05/2020	303885	HMRC	PAYE		£ 25.50	£ -	£ 25.50
16	01/05/2020	303886	Checkley Services Limited	Salary		£ 776.69	£ -	£ 776.69
17	01/05/2020	303887	George Farrall	Gutterscroft Maintenance and Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
17	01/05/2020	303887	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
17	01/05/2020	303887	George Farrall	Flag - St. George's Day		£ 10.00	£ -	£ 10.00
18	24/04/2020	DD	GB Copier Systems	Printing		£ 19.30	£ 3.86	£ 23.16
19	11/05/2020	DD	TalkTalk	Telephone and Broadband		£ 39.08	£ 9.77	£ 48.85
20	15/05/2020	303888	WaterPlus Limited	Gutterscroft Utilities		£ 100.68	£ -	£ 100.68
21	26/05/2020	303889	JD Services	Grasscutting - Village Green and Gutterscroft		£ 414.00	£ -	£ 414.00
21	26/05/2020	303889	JD Services	Top soil and reseeding		£ 125.00	£ -	£ 125.00
21	26/05/2020	303889	JD Services	VE Day Planting		£ 60.00	£ -	£ 60.00
21	26/05/2020	303889	JD Services	Hanging baskets		£ 195.00	£ -	£ 195.00

Haslington Parish Council - Income and Expenditure 2020 / 2021

No	Date	Cheque	Payee	Description	Income	Net	Vat	Gross
21	26/05/2020	303889	JD Services	Reseed Gutterscroft		£ 100.00	£ -	£ 100.00
21	26/05/2020	303889	JD Services	Plant standing planters		£ 183.00	£ -	£ 183.00
22	20/05/2020	303890	Education Valuation & Support Services	Audit Fees		£ 435.00	£ -	£ 435.00
23	01/06/2020	303891	George Farrell	Gutterscroft Maintenance and Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
23	01/06/2020	303891	George Farrell	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
23	01/06/2020	303891	George Farrell	Flag - VE Day		£ 10.00	£ -	£ 10.00
23	01/06/2020	303891	George Farrell	Pressure wash War Memorial		£ 100.00	£ -	£ 100.00
24	01/06/2020	303892	Checkley Services Limited	Salary		£ 765.50	£ -	£ 765.50
25	01/06/2020	303893	ChALC	Subscription		£ 1,470.04	£ -	£ 1,470.04
26	01/06/2020	303894	Clerk	Meeting attendance		£ 102.00	£ -	£ 102.00
27	01/06/2020	303895	HMRC	PAYE		£ 25.50	£ -	£ 25.50
28	30/05/2020	303896	Councillor Casey	Website Domain Name Renewal		£ 21.59	£ -	£ 21.59
29	26/05/2020	DD	GB Copier Systems	Printing		£ 12.44	£ 2.49	£ 14.93
30	11/06/2020	DD	TalkTalk	Telephone and Broadband		£ 38.50	£ 9.63	£ 48.13
31	12/06/2020	303897	Bates Office Services Limited	Stationery		£ 37.60	£ 7.52	£ 45.12
32	16/06/2020	303898	W-Heat Limited	Gutterscroft Maintenance/Repairs		£ 95.08	£ 19.02	£ 114.10
33	22/06/2020	303899	Thomson Planning Partnership Ltd	Neighbourhood Plan Framework		£ 93.33	£ 18.66	£ 111.99
34	23/06/2020	303900	Defib Store	Defibrillator Items		£ 79.00	£ 15.80	£ 94.80
35	01/07/2020	DD	GB Copier Systems	Printing		£ 12.12	£ 2.42	£ 14.54
36	06/07/2020	303901	St Matthews Church	Donation - Churchyard Upkeep		£ 964.00	£ -	£ 964.00
37	06/07/2020	303902	Christ Church	Donation - Churchyard Upkeep		£ 451.00	£ -	£ 451.00
38	06/07/2020	303903	Haslington United Reformed Church	Donation - Churchyard Upkeep		£ 64.50	£ -	£ 64.50
39	06/07/2020	303904	Haslington Methodist Church	Donation - Churchyard Upkeep		£ 64.50	£ -	£ 64.50
40	06/07/2020	303905	Councillor Beadle	Chairman's Expenses		£ 241.00	£ -	£ 241.00
41	06/07/2020	303906	Councillor Hovey	Chairman's Expenses		£ 723.00	£ -	£ 723.00
42	06/07/2020	303907	Councillor Goodwin	Vice Chairman's Expenses		£ 214.00	£ -	£ 214.00
43	06/07/2020	303908	George Farrall	Gutterscroft Maintenance and Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
43	06/07/2020	303908	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
43	06/07/2020	303908	George Farrall	Flag - Armed Forces Day		£ 10.00	£ -	£ 10.00
44	29/06/2020	303909	JD Services	Grasscutting - Gutterscroft		£ 276.00	£ -	£ 276.00
44	29/06/2020	303909	JD Services	Planting and Tubs		£ 849.92	£ -	£ 849.92
44	29/06/2020	303909	JD Services	COVID-19 Restrictions - Guttercroft Playground		£ 15.00	£ -	£ 15.00
44	29/06/2020	303909	JD Services	Emergency Callout - Gutterscroft		£ 30.00	£ -	£ 30.00
44	29/06/2020	303909	JD Services	Gutterscroft reseed		£ 127.00	£ -	£ 127.00
44	29/06/2020	303909	JD Services	Hanging baskets		£ 1,400.00	£ -	£ 1,400.00
44	29/06/2020	303909	JD Services	Remove flooring in Gutterscroft		£ 35.00	£ -	£ 35.00
44	29/06/2020	303909	JD Services	Grasscutting - Oakhanger		£ 40.00	£ -	£ 40.00
44	29/06/2020	303909	JD Services	Weeding		£ 40.00	£ -	£ 40.00
44	29/06/2020	303909	JD Services	Watering		£ 325.00	£ -	£ 325.00
44	29/06/2020	303909	JD Services	Replace flooring - Gutterscroft		£ 572.00	£ -	£ 572.00
45	24/06/2020	303910	Defib Store	Defibrillator Items		£ 79.00	£ 15.80	£ 94.80
46	06/07/2020	303911	Cheshire Community Action	Subscription		£ 100.00	£ -	£ 100.00
47	01/07/2020	303912	Checkley Services Limited	Salary		£ 765.00	£ -	£ 765.00
48	01/07/2020	303913	Clerk	Meeting Attendance		£ 102.00	£ -	£ 102.00
49	01/07/2020	303914	HMRC	PAYE		£ 25.50	£ -	£ 25.50

Haslington Parish Council - Income and Expenditure 2020 / 2021

No	Date	Cheque	Payee	Description	Income	Net	Vat	Gross
50	01/07/2020	303915	Clerk	Expenses		£ 21.28	£ -	£ 21.28
51	06/07/2020	303916	Councillor Beadle	Zoom Subscription		£ 99.59	£ -	£ 99.59
52	13/07/2020	303917	Greystone Consulting Limited	WCAG amendments to website		£ 450.00	£ 90.00	£ 540.00
53	11/07/2020	DD	TalkTalk	Telephone and Broadband		£ 38.32	£ 9.58	£ 47.90
54	09/07/2020	303918	Scottish Power	Gutterscroft Utilities		£ 184.92	£ 9.25	£ 194.17
55	23/07/2020	DD	BNP Paribas Leasing Solutions Ltd	PC and Printer Rental		£ 130.00	£ 26.00	£ 156.00
56	01/08/2020	303919	Clerk	Meeting Attendance		£ 102.00	£ -	£ 102.00
57	01/08/2020	303920	HMRC	PAYE		£ 25.50	£ -	£ 25.50
58	01/08/2020	303921	Checkley Services Limited	Salary		£ 766.00	£ -	£ 766.00
59	29/07/2020	303922	JD Services	Grasscutting - Gutterscroft		£ 414.00	£ -	£ 414.00
59	29/07/2020	303922	JD Services	Weeding		£ 120.00	£ -	£ 120.00
59	29/07/2020	303922	JD Services	Watering		£ 150.00	£ -	£ 150.00
59	29/07/2020	303922	JD Services	Strimming		£ 15.00	£ -	£ 15.00
59	29/07/2020	303922	JD Services	Overhanging trees at Gutterscroft		£ 185.00	£ -	£ 185.00
59	29/07/2020	303922	JD Services	Clean guttering at Gutterscroft		£ 125.00	£ -	£ 125.00
60	01/08/2020	303923	George Farrall	Gutterscroft Maintenance and Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
60	01/08/2020	303923	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
	07/08/2020	303867	Haslington Rangers	Donation				£ 70.40
61	31/07/2020	303924	Bates Office Services Limited	Stationery		£ 3.00	£ 0.60	£ 3.60
62	30/07/2020	DD	GB Copier Systems	Printing		£ 14.14	£ 2.82	£ 16.96
63	29/08/2020	303925	JD Services	Grasscutting - Village Green and Gutterscroft		£ 414.00	£ -	£ 414.00
63	29/08/2020	303925	JD Services	Weeding		£ 120.00	£ -	£ 120.00
63	29/08/2020	303925	JD Services	Watering		£ 225.00	£ -	£ 225.00
63	29/08/2020	303925	JD Services	Install Goal Posts - Gutterscroft		£ 45.00	£ -	£ 45.00
63	29/08/2020	303925	JD Services	Grasscutting - Oakhanger		£ 40.00	£ -	£ 40.00
63	29/08/2020	303925	JD Services	Restoration of Bench - Crewe Green Avenue		£ 75.00	£ -	£ 75.00
63	29/08/2020	303925	JD Services	Maintenance - Winterley Pool		£ 535.00	£ -	£ 535.00
63	29/08/2020	303925	JD Services	Maintenance - Oakhanger Noticeboard		£ 40.00	£ -	£ 40.00
64	29/08/2020	303926	George Farrall	Gutterscroft Maintenance & Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
64	29/08/2020	303926	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
64	29/08/2020	303926	George Farrall	War Memorial Cleaning		£ 100.00	£ -	£ 100.00
64	29/08/2020	303926	George Farrall	Flag - VJ Day		£ 10.00	£ -	£ 10.00
65	29/08/2020	303927	Checkley Services Limited	Salary		£ 765.00	£ -	£ 765.00
66	29/08/2020	303928	Clerk	Meeting attendance		£ 102.00	£ -	£ 102.00
67	29/08/2020	303929	HMRC	PAYE		£ 25.50	£ -	£ 25.50
68	29/08/2020	303930	Clerk	Expenses		£ 26.74	£ -	£ 26.74
69	29/08/2020	303931	Education Valuation & Support Service	Audit		£ 225.00	£ -	£ 225.00
70	27/08/2020	DD	GB Copier Systems	Printing		£ 11.56	£ 2.31	£ 13.87
71	11/08/2020	DD	TalkTalk	Telephone and Broadband		£ 36.76	£ 9.19	£ 45.95
72	27/08/2020	303932	Clerk	Reimbursement: New Laptop and Software		£ 745.00	£ 149.00	£ 894.00
73	07/09/2020	303933	Bates Office Supplies Limited	Stationery and Stamps		£ 107.78	£ 10.06	£ 117.84
74	09/09/2020	303933	Bates Office Supplies Limited	Stationery		£ 44.46	£ 8.89	£ 53.35
75	11/09/2020	303933	Bates Office Supplies Limited	Credit Note - Stamps		-£ 57.50	£ -	-£ 57.50
76	28/08/2020	303933	Bates Office Supplies Limited	Shredding		£ 6.00	£ 1.20	£ 7.20
77	10/09/2020	303933	Bates Office Supplies Limited	Stamps		£ 65.00	£ -	£ 65.00

Haslington Parish Council - Income and Expenditure 2020 / 2021

No	Date	Cheque	Payee	Description	Income	Net	Vat	Gross
78	07/09/2020	DD	GB Copier Systems	Printing		£ 9.44	£ 2.36	£ 11.80
79	15/09/2020	303934	St. Matthews Church	Grant		£ 5,000.00	£ -	£ 5,000.00
80	27/09/2020	303935	Clerk	Printer		£ 225.46	£ 45.09	£ 270.55
80	27/09/2020	303935	Clerk	Printer Cartridges		£ 39.58	£ 7.92	£ 49.99
80	12/09/2020	303935	Clerk	Dropbox Subscription		£ 79.90	£ 15.98	£ 95.88
80	13/09/2020	303935	Clerk	Gift Vouchers - Garden Competition		£ 305.00	£ -	£ 305.00
80	27/09/2020	303935	Clerk	Stationery		£ 10.42	£ 2.08	£ 12.50
80	27/09/2020	303935	Clerk	Printer Adapter		£ 53.00	£ 10.60	£ 63.60
80	27/09/2020	303935	Clerk	Mileage		£ 53.10	£ -	£ 53.10
81	27/09/2020	303936	Clerk	Salary		£ 789.42	£ -	£ 789.42
82	27/09/2020	303937	HMRC	PAYE/NI		£ 231.47	£ -	£ 231.47
83				<i>Cancelled Duplicate Entry</i>				
84	26/09/2020	303938	JD Services	Grasscutting - Village Green and Gutterscroft		£ 276.00	£ -	£ 276.00
84	26/09/2020	303938	JD Services	Weeding		£ 105.00	£ -	£ 105.00
84	26/09/2020	303938	JD Services	Watering		£ 125.00	£ -	£ 125.00
84	26/09/2020	303938	JD Services	Removal of fallen branches at the Gutterscroft		£ 110.00	£ -	£ 110.00
84	26/09/2020	303938	JD Services	Transfer and disposal of Council equipment/property		£ 45.00	£ -	£ 45.00
84	26/09/2020	303938	JD Services	Removal of flytipping at the Gutterscroft		£ 25.00	£ -	£ 25.00
85	09/10/2020	303939	PKF Littlejohn LLP	External Auditor Fees		£ 300.00	£ 60.00	£ 360.00
86	16/10/2020	303940	Defib Store Limited	Defibrillator		£ 1,240.00	£ 248.00	£ 1,488.00
87	27/09/2020	DD	GB Copier Systems Limited	Printing		£ 30.21	£ 6.04	£ 36.25
88	01/10/2020	303941	George Farrall	Gutterscroft Maintenance & Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
88	01/10/2020	303941	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
89	20/10/2020	303942	George Farrall	Gutterscroft Maintenance & Litter Picking on Village Green		£ 100.00	£ -	£ 100.00
89	20/10/2020	303942	George Farrall	Litter bin emptying - Haslington and Winterley		£ 100.00	£ -	£ 100.00
90	30/09/2020	303943	D&G Office Supplies	Stationery		£ 67.95	£ 13.59	£ 81.54
91	26/09/2020	303944	JD Services	Grasscutting		£ 276.00	£ -	£ 276.00
91	26/09/2020	303944	JD Services	Disposal of floriculture and planting of winter bedding		£ 864.00	£ -	£ 864.00
92	09/10/2020	303945	Scottish Power	Streetlight Electricity		£ 186.96	£ 9.35	£ 196.31
93	26/10/2020	303946	Clerk	Mileage		£ 27.00	£ -	£ 27.00
93	19/09/2020	303946	Clerk	Broadband		£ 18.80	£ 4.70	£ 23.50
93	19/10/2020	303946	Clerk	Broadband		£ 18.80	£ 4.70	£ 23.50
94	26/10/2020	303947	Clerk	Salary		£ 646.74	£ -	£ 646.74
95	26/10/2020	303948	HMRC	PAYE/NI		£ 164.74	£ -	£ 164.74
96	23/10/2020	DD	BNP Paribas Leasing Solutions Ltd	PC and Printer Rental		£ 130.00	£ 26.00	£ 156.00
97	02/11/2020	303949	Royal British Legion	Wreaths		£ 100.00	£ -	£ 100.00

Haslington Parish Council - Income and Expenditure 2020 / 2021

No	Date	Cheque	Payee	Description	Income	Net	Vat	Gross
	01/04/2020			Carried Forward from 2019/2020	£ 401.18			
	01/04/2020			Balance Brought Forward	£ 65,594.00			
	06/04/2020			Precept	£ 44,366.50			
	05/08/2020			Cheshire East Council	£ 1,150.00			
	27/08/2020			HMRC VAT Reclaim	£ 2,506.48			
	01/09/2020			Precept	£ 44,366.50			
	29/09/2020			HMRC VAT Reclaim	£ 453.27			
					£ 158,837.93	£ 35,369.05	£ 929.83	£ 36,652.55
				Total including Expenditure	£ 122,185.38			
				Unpresented Cheques - Month End	£ 4,651.33			
				Total at Balance in Bank 14/10/2020	£ 126,836.71			

**Haslington Parish Council
Action Matrix
Meeting Held on 2nd November 2020**

Number	Date	Owner	Details	Update	Status
1	06/07/2020	Councillor Edgar	'Call in' on residential changes, Crewe Road		Live
2	06/07/2020	Chair	S106 money		Live
3	06/07/2020	Councillor Edgar	Post box, Winterley		Live
4	06/07/2020	Councillor Edgar	30 mph sign, Oakhanger		Live
5	06/07/2020	Chair	Neighbourhood Plan	Chair reviewing other council plans	Live
6	02/11/2020	Councillor Edgar	Bus stop, Oakhanger	To be done in financial year	Live
7	02/11/2020	Councillor Edgar	Pot holes, Clay Lane		Live
8	02/11/2020	TP, AH, Clerk, Chair, LA	Remembrance Day	Posters to cancel, attendance at memorial	Live
9	02/11/2020	Chair, Clerk	Donation to British Legion		Live

Number	Date	Owner	Details	Update	Status
10	02/11/2020	Chair, Clerk	Village Green	Awaiting tenders	Live
11	02/11/2020	Councillor Edgar	Road sign, Pro Road		Live
12	02/11/2020	Councillor Edgar	Crewe Green Ave, Parking issue		Live
13	02/11/2020	HB, AH	Christmas decorations competition	Income to be split between Volunteer Group and Neighbours	Live

Haslington Parish Council

Standing Orders for Contracts

Adopted by Council: **XX Month 2020**

Review Date: **Month 2022**

1. GENERAL

- 1.1 The following Standing Orders for Contracts set out the procedures by which the Council will enter into contracts for the provision of goods, services, materials and work. Every contract made by or on behalf of the Council shall comply with these procedure rules and no exception from any of the provisions shall be made otherwise than by direction of the Council or under Standing Order. These Standing Orders for Contracts should be read in conjunction with the Council's Financial Procedures, Standing Orders and its Procurement Policy applying at the time.
- 1.2 The Orders do not apply to contracts for the sale or purchase of land or buildings other than as set out in this Order. Every contract relating to the sale or purchase of any land or buildings shall be in writing and be signed on behalf of the Council by the Proper Officer. Purchases of land should not be above the current market value as determined by the Council's appointed valuer and sales of land should not be below the current market value as determined by the Council's appointed valuer. Where this is not the case a report should be made to Council setting out the reasons for such variation, which may take into account any community benefits or justification on the grounds that it helps fulfil a wider objective of the Council.
- 1.3 Subject to Rule 1.2 every contract made by or on behalf of the Council shall comply with
- 1.3.1 these Standing Orders for Contracts
 - 1.3.2 the Council's Financial Regulations
 - 1.3.3 the Council's Standing Orders
 - 1.3.4 all relevant statutory provisions including any relevant E.U. directive
 - 1.3.5 any direction by the Council, committees, sub-committees having appropriate delegated authority.
- 1.4 These Contract Procedure Rules shall not apply or may be varied where or to the extent that:
- 1.4.1 the Council so resolves
 - 1.4.2 statute or subordinate legislation prescribes otherwise

2 DELEGATED AUTHORITY TO ENTER INTO CONTRACTS

- 2.1 The Proper Officer shall have power to accept tenders (where required) and to enter into contracts on behalf of the Council, when the decision and budget have been approved by Council.
- 2.2 The Proper Officer, or Responsible Financial Officer (RFO), if different, have authority to issue official orders or letters for work, goods and services as set out in the Financial Regulations.

3. ORDERS FOR WORK, GOODS AND SERVICES UP TO £3,000

- 3.1 Orders for work, goods and services up to the value of £3,000 are not subject to the Standing Orders for Contracts, nor are formal quotations required but orders must comply with the Council's Financial Regulations.
- 3.2 Orders for work, goods and services which would normally be considered as one transaction shall not be divided into different orders so that the Standing Orders for Contracts are deemed not to apply.
- 3.3 Where possible, it is best practice to obtain at least three quotes for work, good and services which need to be procured

4 CONTRACTS OF UP TO £25,000

- 4.1 Tenders need not be invited for contracts estimated to have a value of £25,000 or less but 3 quotations shall be obtained in accordance with the Council's Financial Regulations. The Council's Procurement Policy states that in all contracts for goods, materials or services over £25,000, an evaluation model encompassing both price and quality, will be developed in advance against which best value can be judged.
- 4.2 Three quotations need not be invited in circumstances set out in regulation 11 of the Financial Regulations, or in cases where genuine competition is not available because of the specialist nature of the work or goods, all subject to a resolution of Council which embodies the reason for not doing so.

5 REQUIREMENTS FOR TENDER

- 5.1 Subject to the exceptions in Rule 5.2 below, tenders shall be invited where the contract sum is estimated to be above £25,000.
- 5.2 Tenders need not be invited in circumstances set out in 11.1 of the Financial Regulations, subject to a resolution of Council which embodies the reason for not doing so.
- 5.3 Where the value of a supply, services or design contract is likely to exceed £181,302, or a construction contract is likely to exceed £4,551,413 (or other threshold specified by the Office of Government Commerce from time to time), the Council must consider whether the Public Contracts Regulations 2015 (EU Directive 2014/24/EU) apply to the contract and if so the Council must comply with EU procurement rules; which will include advertising in the Official Journal of the European Union. See also Financial Regulations 11.1 b, c and e.
- 5.4 Where tenders are required, one of the following methods shall be used:-
- 5.4.1 Open competitive tender (Rule 5)
 - 5.4.2 Ad hoc approved list (Rule 6)
 - 5.4.3 Standing approved list (Rule 7)
 - 5.4.4 Approved list of another Council (Rule 8)
 - 5.4.5 Established procurement specialist (Rule 9)

6 OPEN COMPETITIVE TENDERS

Tenders shall be invited after giving at least 14 days public notice in at least one local newspaper circulating in the area of the Authority, on the Council's website and in such trade journals as the Proper Officer has considered appropriate stating the nature and purpose of the contract, inviting tenders and stating the last date when tenders will be accepted. Any notice issued shall contain a Statement of the effect of Standing Orders Nos. 33a and 33b.

7 AD HOC APPROVED LIST

- 7.1 Tenders shall be invited after giving notice in the manner set out in Rule 6 seeking applications to be placed on a list from which selected contractors will be invited to submit tenders.

8 STANDING APPROVED LIST

- 8.1 Tenders shall be invited from persons included in a list approved by the Council for the supply of goods or materials of specified categories values or amounts or for the carrying out of specified categories of work
- 8.2 The list shall be compiled in the following manner:-
- 8.2.1 Notices inviting applications for inclusion in the list shall be published not less than 28 days before the list is compiled in at least one local newspaper, on the Council's website and where appropriate, one trade journal.
 - 8.2.2 No person shall be included in the list unless, at the time of compilation of the list, the Responsible Financial Officer is satisfied as to his or her financial status and suitability.
 - 8.2.3 The approved list may be amended as required from time to time by the Council and shall be reviewed at intervals not exceeding two years.

9. APPROVED LIST OF ANOTHER AUTHORITY

- 9.1 Tenders shall be invited from persons included in a list approved by the Cheshire East Council for the supply of goods or materials of specified categories values or amounts or for the carrying out of specified categories of work

10 ESTABLISHED PROCUREMENT SPECIALISTS

- 10.1 Where large, high value tender exercises take place, in areas in which the Council have limited expertise, it may be necessary to engage the use of established procurement specialists. These specialists will undertake the tender process on behalf of the Council, subject to compliance with Financial Regulations for the opening of tenders.

11 SELECTION OF TENDERERS OR INVITEES

- 11.1 The selection of persons from whom tenders shall be invited shall be delegated to the Proper Officer in consultation with the Chairman of Finance and Governance.
- 11.2 In inviting applications for inclusion in a list of approved tenderers or in selecting persons from whom tenders are to be invited, steps shall be taken to ensure fair competition. It may be necessary to supplement approved lists in cases where the specialist nature of the work or goods indicates that competition will be limited, subject to a resolution of Council which embodies the reason for doing so.

Where a contract will involve a design element, or in the case of other construction works, the chosen process may be varied minimally to ensure that the quality of the design is properly taken in to account. Construction processes which are taking forward the Government Construction Strategy may also be used.

12 FORM OF INVITATION TO TENDER AND SUBMISSION OF TENDERS

- 12.1 All tenders shall be required to be submitted on a Form of Tender approved by the Proper Officer. This Form shall include a statement that the Council will not be bound to accept any tender and reserves the right to accept a tender other than the one which is the lowest price or not to accept any tender at all.
- 12.2 The invitations to tender shall state that no tender will be considered unless contained in an unmarked plain sealed envelope and endorsed "Tender" followed by the subject to which it relates.
- 12.3 Every tender shall be addressed to the Town Clerk (Proper Officer) and the tender shall remain in his/her custody, or that of his nominated representative, until the time appointed for its opening. (See also 10.1)

13 EXTENSION OF TIME

- 13.1 Where the Proper Officer considers it to be in the best interests of the Council the time within which tenders must be received may be extended after giving notice of such extension of time in the following manner: -
- 13.1.1 **Open competitive tenders** - in accordance with Rule 6.
- 13.1.2 **Ad hoc approved list / Established procurement specialist** - by giving 14 days written notice to each of the selected contractors.
- 13.1.3 **Standing approved list** - by giving 14 days written notice to each of the relevant persons on the list.

14 OPENING OF TENDERS

- 14.1 All tenders for a contract shall be opened at the same time and as soon as possible after the closing time for the acceptance of tenders. The tenders will be opened by the Proper Officer or other nominated officer in the presence of two Members of Council. (See also 10.1)
- 14.2 The Proper Officer shall prepare and maintain a register of tenders received and shall record in that register the following particulars:
- 13.2.1 the last date and time for the receipt of tenders
- 13.2.2 the date and time the tender was actually received
- 13.2.3 the name of the tenderer and the amount of the tender
- 13.2.4 the date and time they were opened and by whom.
- 13.2.5 the signature of the officer to whom the tenders were handed after opening.
- 14.3 All persons required to be present at the opening of tenders shall immediately sign against the relevant particulars in the register and shall also sign each page of the tender as evidence of such tenders having been opened by them or in their presence.
- 14.4 Following the opening of tenders invited the Proper Officer shall write to all persons who were invited to tender but who failed to tender to ascertain the reasons for that failure.

15 LATE TENDERS

- 15.1 Any tender received late will be returned promptly to the tenderer by the Proper Officer. A late tender which has been received may be opened in the presence of the two Members to ascertain the name and address of the tenderer but no details of the tender shall be disclosed.

16 ALTERATIONS TO TENDERS

- 16.1 Where the tender reveals errors or discrepancies, which would affect the tender figure in an otherwise successful tender, the tenderer shall be told of the errors and discrepancies and given an opportunity of confirming, correcting or withdrawing the offer.

17 ACCEPTANCE OF TENDERS

- 17.1 In accepting a tender, consideration will be given to price and quality. A suitable pre-determined price-quality model (Evaluation Model) will be devised by the Proper Officer or representative in accordance with the Council's Procurement Policy. Selection of the best tender will be based on this evaluation.
- 17.2 If no tenders are received or if all tenders are identical, the Council may make such arrangements for procuring the goods or materials or executing the works as it thinks fit.

18 CONTRACTS TO BE IN WRITING

- 18.1 Every contract which exceeds £3,000 shall be in writing in a form approved by the Proper Officer.
- 18.2 Every contract shall specify, amongst other things:-
- 18.2.1 the goods, materials, works, matters, or things, to be furnished, supplied or done (including any appropriate technical specifications)
 - 18.2.2 the price to be paid with a statement of discount or other deductions
 - 18.2.3 where applicable, the time or times that the contract is to be performed
 - 18.2.4 how the contractor will be accountable for performance, and any information or reports that he will be required to submit.
 - 18.2.5 contractors will be required to provide copies of relevant documentation such as insurances, liabilities and disposals and also any applicable policies which are relevant to the project or contract such as safeguarding
- 18.3 The Proper Officer shall sign or witness every contract not required to be made under seal on behalf of the Council.
- 18.4 Every contract for which provision has been made in the approved annual estimates and/or approved by the appropriate committee or sub-committee of the Council pursuant to Standing Orders and being in value of amount less than £3,000 shall be entered into on behalf of the Council by the Proper Officer by issuing an official order only.

19 ASSIGNMENT

- 19.1 In every written contract for the execution of work or the supply of goods or materials, the following clause shall be inserted:

“The contractor shall be prohibited from transferring or assigning directly or indirectly, to any person or persons whatever, any portion of the contract without the written permission of the Council. Sub-letting of any part(s) of the work, except to the extent permitted in writing by an Officer concerned, shall be prohibited”

20 LIQUIDATED DAMAGES

- 20.1 Every contract that exceeds £50,000 shall, where considered appropriate by the Proper Officer, provide for liquidated damages to be paid by the contractor in case the terms of the contract are not duly performed.

21 PERFORMANCE BONDS

- 21.1 Where a contract is estimated to exceed £150,000 in value and is for the execution of the works, or for the supply of goods or materials by a particular date or series of dates, the Finance & Governance Committee shall consider whether the Council should require security for its due performance and shall either certify that no such security is necessary or shall specify in the conditions of tender the nature and amount of any security to be given. In the latter event, the Council shall require and will take a bond or other sufficient security for the due performance of the contract.

22 RETENTION

- 22.1 Works contracts, which are estimated to exceed £50,000 in value, will be subject to a defects period. The Council will retain a percentage of the monies due to the contractor for a period that the Proper Officer deems appropriate, having regard to the current practice in the relevant industry and to the circumstances of the contract.

23 CANCELLATION

- 23.1 Every contract will include a clause allowing the Council to cancel the contract and to recover costs if the contractor has offered, or given, any gift or consideration whatsoever as an inducement or reward to obtain the contract, or any other contract with the Council.

24 NOMINATED SUB-CONTRACTORS

- 24.1 Where a sub-contractor or supplier is to be nominated to a main contractor the following provisions shall have effect.
- 24.2 Where the estimated amount of a sub-contract exceeds £25,000 then, unless the Proper Officer certifies that it is not reasonably practicable to obtain competitive tenders, tenders for the nomination shall be invited and dealt with in accordance with these Contract Procedure Rules as if they were for a contract with the Council.

24.3 A nominated sub-contractor must be willing to enter into a contract with the main contractor on terms which indemnify the main contractor against his own obligations under the main contract in relation to the work or goods included in the sub-contract.

25 ENGAGEMENT OF CONSULTANTS

25.1 In the event of the Council engaging the services of consultants, these Contract Procedure Rules will apply where relevant, and subject to approved exemptions set out in the Financial Regulations.

Draft

Haslington Parish Council Procurement Policy

Adopted by Council: Date Month 2020
Review Date: September 2021

The Council will strive to attain best value for all goods, materials and services which it purchases. "Best Value" will be defined as a balance of price, quality of product and supplier services.

The Council will operate a transparent procurement process in accordance with its Financial Regulations, Standing Orders and Standing Orders for Contracts.

- The Council will purchase locally wherever possible and where best value can be satisfied.
- In evaluating "*best value*", the past record of the supplier will be taken into account.
- For goods, materials or services over £25,000, an evaluation model encompassing both price and quality, will be developed in advance, against which best value can be judged. A simpler scoring matrix should be used for all purchases or contracts above £3,000 for which quotations are required.
- For other than small value purchases, the environmental and social credentials of the supplier will be requested
- The Council will purchase Fair Trade goods where possible
- The Council will purchase re-cycled goods or less environmentally damaging materials where they meet the required functional standard.

Haslington Parish Council

Reserves Policy

1. Introduction

- 1.1. Haslington Parish Council is required to maintain adequate financial reserves to meet the needs of the Council. The purpose of this policy is to set out how the Council will determine and review the level of reserves.
- 1.2. Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure. The Governance and Accountability for Smaller Authorities in England, A Practitioners Guide March 2020 sections 5.31 to 5.33 advises this should be considered as part of the annual budgeting process. However, there is no specified minimum level of reserves that an authority should hold and it is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.

2. Types of Reserves

- 2.1. Reserves can be categorised as earmarked (specific) or general (unrestricted).

- 2.2. Earmarked reserves can be held for several reasons:-

Renewals – to plan and finance an effective programme of new facilities and services, replacement and planned property and land maintenance. These reserves are a mechanism to smooth expenditure so that a sensible programme can be achieved without the need to vary budgets.

Carry forward of underspend – where some expenditure to projects cannot be spent in the budget year. Reserves can also be used as a mechanism to carry forward these resources.

Insurance reserve – to enable the Council to meet the excesses of claims not covered by insurance.

Develop contributions – proceeds from a developer that can only be used for specified purposes

Grants / donations – funds which have been gifted or awarded to the Council and that can only be used for specific purposes

Other earmarked reserves may be set up from time to time to meet known or predicted liabilities.

- 2.3. General reserves are funds which do not have any restrictions as to their use. These reserves are used to smooth the impact of uneven cash flows, offset the budget requirement if necessary or can be held in case of unexpected events or emergencies.

3. Earmarked reserves

- 3.1. Earmarked reserves will be established on a “needs” basis, in line with anticipated requirements.
- 3.2. Any decision to set up an Earmarked Reserve must be given by the Council.
- 3.3. Expenditure from Earmarked Reserves can only be authorised by the Council.
- 3.4. Reserves should not be held to fund ongoing expenditure. This would be unsustainable as, at some point, the reserves would be exhausted. To the extent that reserves are used to meet short term funding gaps, they must be replenished as soon as possible provided that the purpose for which the Reserve was set up continues to exist. However, earmarked reserves that have been used to meet a specific liability would not need to be replenished, having served the purpose for which they were originally established.
- 3.5. All earmarked reserves are recorded by the Financial Officer which lists the various earmarked reserves and the purpose for which they are held.
- 3.6. Reviewing the Council’s Financial Risk Assessment is part of the budgeting and year end accounting procedures and identifies planned and unplanned expenditure items and thereby indicates an appropriate level of Reserves.
- 3.7. Where the purpose of an Earmarked Reserve becomes obsolete, or where there is an over-provision of funds, the excess may, on approval by Council, be transferred to other budget headings within the revenue budget or general reserves or to one or more other Earmarked Reserves

4. General Reserves

- 4.1. The level of general reserves is a matter of judgement and so this policy does not attempt to prescribe a blanket level. The primary means of building general reserves will be through the annual budgeting process. This will be in addition to any amounts needed to replenish reserves that have been consumed in the previous year.
- 4.2. Setting the level of general reserves is one of several related decisions in the formulation of the medium-term financial strategy and the annual budget. The Council must build and maintain sufficient working balances to cover the key risks it faces
- 4.3. General reserves must be set with reference to the JPAG (Governance and Accountability for Smaller Authorities in England, Practitioners Guide). At present, the preference is that this is a third or 25% of the Councils expenditure budget
- 4.4. If in extreme circumstances general reserves were exhausted due to major unforeseen spending pressures within a particular financial year, the Council would be able to draw down from its earmarked reserves to provide short term resources.
- 4.5. Even at times when extreme pressure is put on the Council's finances, the Council must keep a minimum balance sufficient to pay three months salary of staff in general reserves at all times

5. Current level of financial reserves

- 5.1. The level of financial reserves held by the council will be agreed by the council during the discussions held regarding the setting of the budget for the next financial year and year end accounting procedures.
- 5.2. The current level of general reserves held by the council based on the 31 March 2020 year end assessment is 8 months of Precept and 51% of the core expenditure budget

Haslington Parish Council Environmental Policy

Policy Statement

Haslington Parish Council aims to carry out its activities with environmental efficiency, actively seeking to protect and enhance the local environment and biodiversity within the Parish and surrounding area whilst endeavouring to ensure wider adverse environmental impact does not occur as a result

Context

The Parish Council recognises that a climate emergency has been declared at national, regional and within some organisations at a local level

The Parish Council will consider the impact its activities have on both climate change and biodiversity issues and will endeavour to introduce measures that either mitigate negative outcomes or actively support beneficial outcomes, where this is practicable and affordable within the resources and financial capabilities of the Council

The Parish Council will specifically consider the following:-

- The impact that operating its assets has on the environment
- The impact that goods and services are procured, including the environmental commitment of its suppliers, has on the environment
- Where possible, and appropriate, replace environmentally inefficient assets with environmentally friendly alternatives
- The impact that execution of the Parish Council's activities may have on the environment

Aims

In all its activities, the Parish Council will aim to:-

- Minimise the consumption of all resources used in its operation, particularly in respect of buildings and equipment its uses
- Seek, wherever possible, to only use contractors and suppliers who have their own environmental policy which is continually reviewed, updated and measured against recognised best practice examples
- Where possible, affordable and commensurate with Parish Council powers and duties, support local initiatives aimed at climate change, and or, biodiversity protection or enhancement

Principles

Haslington Parish Council will strive to:-

- Meet all relevant environmental legislation and regulations
- Regularly update and improve standards in light of increased understanding and knowledge
- Avoid the creation of unnecessary waste by adhering to a policy of considered, strategic purchasing
- Recycle and reuse materials where possible
- Dispose of necessary waste through safe and responsible methods
- Investigate the use of sustainable energy sources
- Respect and protect the natural resources by practicing conservation and good management
- Encourage contractors and suppliers to minimise their impact on the environment
- Encourage its Members and employees to take responsibility for ensuring that the best environmental policy is used and adhered to at all times

Draft Budget - Financial Year 2021 - 2022

Defibs - replacement pads / maintenance	£ 500.00
Chairs Allowance	£ 1,000.00
Members Expenses	£ 500.00
Members Training	£ 500.00
Salaries	£ 12,500.00
Phone/Broadband	£ 600.00
Subscriptions and Publications	£ 1,800.00
Room Hire	£ 1,000.00
Insurance	£ 3,500.00
Noticeboards	£ 1,000.00
Website	£ 500.00
Audit	£ 1,000.00
Stationery / Postage / Equipment	£ 1,500.00
Grasscutting	£ 3,500.00
Environmental Maintenance	£ 3,750.00
Floriculture	£ 7,000.00
Street Lighting	£ 1,800.00
War Memorial / Remembrance	£ 500.00
Grants	£ 2,000.00
Youth Organisations	£ 750.00
Gutterscroft Centre	£ 3,750.00
Play Equipment / Maintenance	£ 1,000.00
Garden Competition	£ 1,500.00
Churchyards	£ 1,750.00
Christmas	£ 2,000.00
Public Toilet Maintenance	£ 560.00
Planning Consultancy	£ 1,000.00

Total £ 56,760.00

Earmarked Reserves

Toilet	£ 4,160.00
Neighbourhood Plan	£ 10,000.00
Fencing	£ 17,000.00

Total £ 31,160.00

General Reserves £ 25,000.00