



Goostrey Parish Council

FINANCE WORKING GROUP MEETING

NOTES from the MEETING on TUESDAY 6th JULY 2021, at 7.30pm

Via Video Conferencing

Present: Cllrs Morgan (PM)(Chairman), Sulej (JS)(Vice-Chairman), Lord (SL), Morris (KM) and Rathbone (TR)

In Attendance: Sharon Jones, Clerk to the Council

1. **Declaration of Interests** – There were no declarations of interest made.
2. **Apologies for absence** – Apologies for absence were received from Cllr O’Donoghue.
3. **Minutes of meeting of 6th April 2021** - View minutes at <https://goostrey.info/wp-content/uploads/2021/04/Finance-Minutes-06042021-Draft-v1-with-appendices-v3-Public-version.pdf>

The Minutes of the meeting were approved by members.

4. **Actions from the Meeting of 6th April 2021**

- i. Clerk to check if CEC has issued its new terms for adoption of CEC Assets by Town/Parish Councils. Completed: The form and new terms had not been updated when checked in April. Form submitted by K Morris 30th June 2021. – **Update:** PM, TR and KM write a report for the PC meeting on 27th July, for consideration under part II, to include any liabilities and running costs for the Bogbean. Clerk to check if the village improvements survey can be taken into account as public consultation.
- ii. Update to reserves (included in minutes from 6th April) – **Completed.**
- iii. Clerk to request that the Village Hall Management Committee look into the improvements to be made to the access to the loft space. Loft ladder was approved however, sourcing has proved difficult. Clerk to re-investigate the staircase **Action:** VHMC to progress
- iv. Clerk to update the asset register and make an interim report to the insurance company. **Completed** but interim report not submitted as value of assets not sufficient. However, an interim report would be made if further purchases were made.
- v. Risk Register Actions:
 - a. Cyber Security - The Clerk will report to the committee when a response is received from the insurers regarding the current policy – Decision: The committee deemed the existing cyber security measures to be satisfactory without purchasing further insurance.
 - b. Item 5. (11) Update to say the Emergency Procedures have been written but require testing. **Action:** Clerk to update the finance section with details of Scribe Accounts and then request testing.
 - c. Staff Committee to ensure that all contracts of employment and job descriptions are up to date. Clerk to have contracts reviewed by Employment Law expert (Free of charge). Contracts were reviewed and the Clerk’s contract needs updating in line with the Village Hall Supervisor format but should include the holiday entitlement for a member of staff in service more than 5 years – **Action: Clerk to Update Contract.**

- d. Item 12 (1e) Update to say Clerk's computer should have firewall, anti-virus, anti-malware (as well as encryption) – **Action:** Clerk to check the iMac has a firewall enabled. Malwarebytes is installed, encryption and the firewall are enabled. **Completed.**
- e. Item 13. Add 'Amenities to check the condition of all assets, once per year'. **Action:** Clerk to schedule check in August 2021.
- f. Item 15. Add 'VHMC to check School's Buildings Insurance once per year at renewal time'. **Action:** Clerk to establish renewal date and VHMC to check with School at least two months before renewal date. **Update:** School informed VHMC that they would be using a new insurance company from September on an all-risks policy which would only cover the risk to the school if the hall if the school hires out the hall. Clerk to look at increasing the PC insurance to cover hiring of the joint use areas including the Hall, School Kitchen, Lounge, Bar Servery, Committee Room, toilets etc. The school confirmed that the structure of the building is insured.
- vi. Clerk to confirm options for payroll software – Options to stay with Kashflow or move to HMRC recommended free software. Decision – Clerk advised committee to stay with Kashflow Payroll for the year 2021/22 and consider changing to a free option for 2022/23.
- vii. Standing Orders updates
 - Add reference to Emergency Procedure to Standing Orders once the Emergency Procedure is adopted – **In progress**
 - Financial Regulations – PM requested that 14.4 & 14.5 – be consolidated into one item. **Completed**
 - Financial Regulations – PM asked for 15. Insurance be reviewed and related back to the Risk Register. **Action:** Clerk to check and update as necessary. **Completed**
 - Financial Regulations – Contracts and Procurement may need updating as the European Directive in the Public Contracts Regulations should be changed as we are no longer in the EU. **Action:** PM to find what needs to be changed – **There are no changes listed as of June 2021.**
- viii. Clerk to ask the Staff Committee to decide who will carry out the review and when it should take place, ensuring it was in line with social distancing guidelines - **Performance Review to take place on 7th July 2021. Completed.**
- ix. Village Hall Recharge - Clerk to request the promised recharge reports from the School Business Manager. **Partially completed:** All invoices for the recharge for 2019/20 have been received. However, we are still awaiting the reports for 2020/21. Delivery of these reports is not anticipated until after 19th April 2021. This has been further delayed by CEC new accounting system. CEC is also refusing to discuss the Recharge and has not yet issued an invoice for 2019/20 or 2020/21. **Update:** A report of the invoices added to the recharge from 1st April 2021 has been received from the school, however there is no information for the year from 1st April 2020 to 31st March 2022.

5. **Financial position vs. budget for the quarter ended 30th June 2021 – see page 3**

The committee approved the figures and requested that all income and expenditure is shown in the same cost centre. **Action:** Clerk to change the costs centres and cost codes accordingly.

6. **Draft Unaudited Accounts for the quarter ended 30th June 2021 – see page 7**

The committee approved the accounts.

7. **Internal Auditor's Report for the year ended 31st March 2021 – To review the report and consider any actions required – See page 8**

The committee agreed there were no action to take as a result of the report.

8. **Asset Register - To determine which fields in the new accounts system require populating and any categorisation of assets - See page 9)**

The committee decided to transfer the data as it is currently and to add fields to new assets only. The only fields we would not use are usage/capacity and charges. Status can be used for current or disposal. Clerk to find out if the field names can be changed. Current value is insurance value as assets are not depreciated.

- 9. Risk Assessment** - To consider the costs of the licensing and risks associated with the installation of Street Furniture in the Village (**see page 9**). Clerk informed the meeting that a standard fee from CEC legal department is £840 plus VAT across the board. The Charge for a Highways Officers time advise on a licence is £105. CEC have informed ChALC that they sometimes charge the Licence fee and sometimes they don't charge for it.

The cost for the licence for each gabion is £1000. The cost to build the two gabions in situ is £1115 plus. Given that the gabions are to be located near to the wall, they are unlikely to pose a risk to anyone and they will be insured on the Councils insurance. PM and Clerk to perform a risk assessment to keep on file before proceeding to instruct the supplier to install the gabions.

- 10. Minor Items and Items for the Next Agenda** – PM to attend the CEC Crowd Funding Webinar wc 12th July 2021 and report back.

- 11. Next meeting – 5th October 2021.**

- 12. Staff Matters – Members of the public will be asked to leave the meeting due to the confidential nature of the business to be discussed.**

There were no members of the public present at the meeting.

Following the Parish Council attaining Quality status, KM has circulated a proposal for an upgrade and pay rise for the Clerk. This will be put to the whole Council at the meeting on 28th September 2021 and it would be back dated to 1st July 2021.

- 13. Close meeting.**

Goostrey Parish Council

24 July 2021 (2021 - 2022)

Budget vs Actuals

All Cost Centres and Codes between 1st April & 30th June 2021

Variance = Balance of Budget less Actual

1 Parish Council

Code Title	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1 Precept	£44,337.00	£22,168.50	-£22,168.50				-£22,168.50	(-50%)
8 Bank Interest	£400.00	£77.87	-£322.13				-£322.13	(-80%)
10 Exceptional Income		£55.00	£55.00				£55.00	(N/A)
11 Audit				£900.00	£470.00	£430.00	£430.00	(47%)
12 Bank Charge				£325.00	£96.55	£228.45	£228.45	(70%)
13 Computer				£300.00	£112.14	£187.86	£187.86	(62%)
14 Telephone and Broadband				£500.00	£97.47	£402.53	£402.53	(80%)
15 Website				£350.00		£350.00	£350.00	(100%)
16 Office Supplies, Printing & Postage				£1,000.00	£381.36	£618.64	£618.64	(61%)
17 Insurance				£800.00		£800.00	£800.00	(100%)
18 Legal and Professional Fees					£5.00	-£5.00	-£5.00	(N/A)
19 Subscriptions				£1,100.00	£195.00	£905.00	£905.00	(82%)
20 Councillors/General Expenses				£100.00	£18.75	£81.25	£81.25	(81%)
21 Accounting System				£750.00	£554.00	£196.00	£196.00	(26%)
22 Parish Magazine				£280.00	£250.00	£30.00	£30.00	(10%)
23 General					£169.15	-£169.15	-£169.15	(N/A)
24 Grant Funding - s 137				£5,000.00	£335.24	£4,664.76	£4,664.76	(93%)
25 Clerk's Expenses				£100.00		£100.00	£100.00	(100%)
26 Clerk's Salary				£13,164.00	£2,948.78	£10,215.22	£10,215.22	(77%)
27 Employers NIC				£1,030.00	£157.42	£872.58	£872.58	(84%)
28 Training				£500.00	£32.44	£467.56	£467.56	(93%)
47 Employee NIC								(N/A)
48 Employee Income Tax								(N/A)
SUB TOTAL	£44,737.00	£22,301.37	-£22,435.63	£26,199.00	£5,823.30	£20,375.70	-£2,059.93	(-2%)

2 Amenities

Code Title	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
29 Village Maintenance (incl grass cutting)				£1,500.00	£428.60	£1,071.40	£1,071.40	(71%)
30 Graveyard Maintenance				£3,596.00	£747.40	£2,848.60	£2,848.60	(79%)
31 Lengthsman Service				£1,000.00	£14.46	£985.54	£985.54	(98%)
32 Rose Day Stand and Toilets				£650.00		£650.00	£650.00	(100%)
33 Speedwatch				£800.00		£800.00	£800.00	(100%)
34 Seniors Lunch	£850.00		-£850.00	£1,950.00		£1,950.00	£1,100.00	(39%)
35 Christmas Lights (Bogbean)				£800.00		£800.00	£800.00	(100%)
36 Planters and Plants				£1,000.00		£1,000.00	£1,000.00	(100%)
SUB TOTAL	£850.00		-£850.00	£11,296.00	£1,190.46	£10,105.54	£9,255.54	(76%)

3 Village Hall

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2 VH Lettings - Hall	£4,375.00	£219.02	-£4,155.98		£54.54	-£54.54	-£4,210.52 (-96%)
3 VH Lettings - Lounge	£4,000.00		-£4,000.00		£64.13	-£64.13	-£4,064.13 (-101%)
4 VH Lettings - Committee Room	£500.00		-£500.00				-£500.00 (-100%)
5 VH Lettings - School Kitchen	£100.00		-£100.00	£125.00		£125.00	£25.00 (11%)
6 VH Lettings - Caretaker Services	£975.00	£52.50	-£922.50	£975.00	£52.50	£922.50	(0%)
7 VH Lettings - Performing Rights for Music	£165.00		-£165.00	£165.00		£165.00	(0%)
9 VH - Lettings early/late fees	£50.00	£10.00	-£40.00				-£40.00 (-80%)
37 VH Recharge				£13,000.00		£13,000.00	£13,000.00 (100%)
38 VH Improvements				£1,000.00		£1,000.00	£1,000.00 (100%)
39 Performing Rights Licence				£165.00		£165.00	£165.00 (100%)
40 VH General Maintenance & Supplies				£1,500.00	£226.99	£1,273.01	£1,273.01 (84%)
41 To be allocated							(N/A)
42 VH Advertising/Entertainment Budget				£500.00		£500.00	£500.00 (100%)
43 VH Supervisor Salary				£6,202.95	£40.00	£6,162.95	£6,162.95 (99%)
44 VH Clerk Salary				£1,517.60	£305.52	£1,212.08	£1,212.08 (79%)
45 To be allocated							(N/A)
46 VH Staff Expenses				£200.00		£200.00	£200.00 (100%)
50 To be allocated							(N/A)
SUB TOTAL	£10,165.00	£281.52	-£9,883.48	£25,350.55	£743.68	£24,606.87	£14,723.39 (41%)

4 Expenditure from Reserves

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
49 Village Hall Planting Project					£904.00	-£904.00	-£904.00 (N/A)
51 Village Environmental Improvement Surve					£552.06	-£552.06	-£552.06 (N/A)
52 Notice Boards					£169.15	-£169.15	-£169.15 (N/A)
53 Defibrillator Supplies					£230.00	-£230.00	-£230.00 (N/A)
SUB TOTAL					£1,855.21	-£1,855.21	-£1,855.21 (N/A)

Summary

NET TOTAL	£55,752.00	£22,582.89	-£33,169.11	£62,845.55	£9,612.65	£53,232.90	£20,063.79 (16%)
V.A.T.		£1,037.21			£852.96		
GROSS TOTAL		£23,620.10			£10,465.61		

Goostrey Parish Council

Cost Centre Year Comparison Summary - All Cost Centres and Codes between 1st April & 30th June 2021

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
1 Parish Council								
Precept	£44,337.00	£22,168.50	£0.00	£0.00	£44,012.00	£22,006.00	£0.00	£0.00
Bank Interest	£400.00	£77.87	£0.00	£0.00	£600.00	£155.02	£0.00	£0.00
Exceptional Income	£0.00	£55.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Audit	£0.00	£0.00	£900.00	£470.00	£0.00	£0.00	£800.00	£0.00
Bank Charge	£0.00	£0.00	£325.00	£96.55	£0.00	£0.00	£25.00	£0.00
Computer	£0.00	£0.00	£300.00	£112.14	£0.00	£0.00	£300.00	£48.63
Telephone and Broadband	£0.00	£0.00	£500.00	£97.47	£0.00	£0.00	£450.00	£87.72
Website	£0.00	£0.00	£350.00	£0.00	£0.00	£0.00	£375.00	£0.00
Office Supplies, Printing & Postage	£0.00	£0.00	£1,000.00	£381.36	£0.00	£0.00	£1,000.00	£80.00
Insurance	£0.00	£0.00	£800.00	£0.00	£0.00	£0.00	£900.00	£0.00
Legal and Professional Fees	£0.00	£0.00	£0.00	£5.00	£0.00	£0.00	£1,250.00	£0.00
Subscriptions	£0.00	£0.00	£1,100.00	£195.00	£0.00	£0.00	£1,000.00	£675.00
Councillors/General Expenses	£0.00	£0.00	£100.00	£18.75	£0.00	£0.00	£100.00	£0.00
Accounting System	£0.00	£0.00	£750.00	£554.00	£0.00	£0.00	£312.00	£0.00
Parish Magazine	£0.00	£0.00	£280.00	£250.00	£0.00	£0.00	£280.00	£250.00
General	£0.00	£0.00	£0.00	£169.15	£0.00	£0.00	£200.00	£0.00
Grant Funding - s 137	£0.00	£0.00	£5,000.00	£335.24	£0.00	£0.00	£6,200.00	£1,010.00
Clerk's Expenses	£0.00	£0.00	£100.00	£0.00	£0.00	£0.00	£100.00	£0.00
Clerk's Salary	£0.00	£0.00	£13,164.00	£2,948.78	£0.00	£0.00	£13,500.00	£2,837.76
Employers NIC	£0.00	£0.00	£1,030.00	£157.42	£0.00	£0.00	£1,000.00	£144.50
Training	£0.00	£0.00	£500.00	£32.44	£0.00	£0.00	£500.00	£120.00
Employee NIC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Employee Income Tax	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SUB TOTAL	£44,737.00	£22,301.37	£26,199.00	£5,823.30	£44,612.00	£22,161.02	£28,292.00	£5,253.61
2 Amenities								
Village Maintenance (incl grass cutting)	£0.00	£0.00	£1,500.00	£428.60	£0.00	£0.00	£2,065.00	£467.52
Graveyard Maintenance	£0.00	£0.00	£3,596.00	£747.40	£0.00	£0.00	£3,000.00	£674.97
Lengthsman Service	£0.00	£0.00	£1,000.00	£14.46	£0.00	£0.00	£850.00	£0.00
Rose Day Stand and Toilets	£0.00	£0.00	£650.00	£0.00	£0.00	£0.00	£750.00	£0.00
Speedwatch	£0.00	£0.00	£800.00	£0.00	£0.00	£0.00	£800.00	£0.00
Seniors Lunch	£850.00	£0.00	£1,950.00	£0.00	£800.00	£0.00	£1,900.00	£0.00
Christmas Lights (Bogbean)	£0.00	£0.00	£800.00	£0.00	£0.00	£0.00	£750.00	£0.00
Planters and Plants	£0.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	£0.00
VE Day 75th Anniversary Event	£0.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£500.00	£0.00
SUB TOTAL	£850.00	£0.00	£11,296.00	£1,190.46	£800.00	£0.00	£11,615.00	£1,142.49

3 Village Hall

VH Lettings - Hall	£4,375.00	£219.02	£0.00	£54.54	£20,000.00	£1,529.42	£0.00	£0.00
VH Lettings - Lounge	£4,000.00	£0.00	£0.00	£64.13	£0.00	£0.00	£0.00	£0.00
VH Lettings - Committee Room	£500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VH Lettings - School Kitchen	£100.00	£0.00	£125.00	£0.00	£0.00	£0.00	£0.00	£0.00
VH Lettings - Caretaker Services	£975.00	£52.50	£975.00	£52.50	£0.00	£0.00	£15,000.00	£0.00
VH Lettings - Performing Rights for Music	£165.00	£0.00	£165.00	£0.00	£225.00	£15.30	£0.00	£0.00
VH - Lettings early/late fees	£50.00	£10.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VH Recharge	£0.00	£0.00	£13,000.00	£0.00	£0.00	£0.00	£13,000.00	£0.00
VH Improvements	£0.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	£28.00
Performing Rights Licence	£0.00	£0.00	£165.00	£0.00	£0.00	£0.00	£225.00	£0.00
VH General Maintenance & Supplies	£0.00	£0.00	£1,500.00	£226.99	£0.00	£0.00	£1,500.00	£268.32
VH Advertising/Entertainment Budget	£0.00	£0.00	£500.00	£0.00	£0.00	£0.00	£0.00	£0.00
VH Supervisor Salary	£0.00	£0.00	£6,202.95	£40.00	£0.00	£0.00	£9,162.00	£392.41
VH Clerk Salary	£0.00	£0.00	£1,517.60	£305.52	£0.00	£0.00	£1,218.00	£0.00
VH Staff Expenses	£0.00	£0.00	£200.00	£0.00	£0.00	£0.00	£200.00	£9.96

SUB TOTAL	£10,165.00	£281.52	£25,350.55	£743.68	£20,225.00	£1,544.72	£41,305.00	£698.69
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4 Expenditure from Reserves - Comparison NA

Village Hall Planting Project	£0.00	£0.00	£0.00	£904.00	£0.00	£0.00	£0.00	£0.00
Village Environmental Improvement Survey	£0.00	£0.00	£0.00	£552.06	£0.00	£0.00	£0.00	£0.00
Notice Boards	£0.00	£0.00	£0.00	£169.15	£0.00	£0.00	£0.00	£0.00
Defibrillator Supplies	£0.00	£0.00	£0.00	£230.00	£0.00	£0.00	£0.00	£0.00
SUB TOTAL	£0.00	£0.00	£0.00	£1,855.21	£0.00	£0.00	£0.00	£0.00

NET TOTAL	£55,752.00	£22,582.89	£62,845.55	£9,612.65	£0.00	£0.00	£0.00	£0.00
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V.A.T.		£1,037.21		£852.96		£0.00		£0.00
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GROSS TOTAL		£23,620.10		£10,465.61		£0.00		£0.00
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Goostrey Parish Council
Unaudited Accounts
1st April 2021 to 30th June 2021

RECEIPTS

Precept Payment	£22,168.50
V. Hall Lettings incl VAT	£292.02
Bank Interest	£77.87
Lunch Ticket Sales	£0.00
Performing Rights	£0.00
Exceptional Income	£55.00
VAT Refund	£1,026.71
	£23,620.10

PAYMENTS

VAT Paid	£852.96
Administration	£2,397.65
Audit	£470.00
Donations/Sponsorship	£565.24
Maintenance - around Village	£1,190.46
Miscellaneous Items	£0.00
Parish Projects	£0.00
Salary & Expenses - Parish Council	£3,138.64
V.Hall Refunds	£118.67
V.Hall expenses	£226.99
V.Hall Salary & Expenses	£398.02
	£9,358.63
Excess of Receipts over Payments	£14,261.47

Balance at 01/04/21	£176,654.27
Excess of Receipts over Payments	plus £14,261.47
Less spend from General Reserves	less £904.00
Less spend from Capital Reserves	less £0.00
Balance of accounts at 31/03/21	£190,011.74

General Reserves (incl Current Account)	£129,144.48
Capital Reserves	£60,867.26
Total Reserves	£190,011.74

Represented by	
Current Account	£40,530.62
Deposit Account (General Reserves)	£30,592.09
Santander Account	£77,294.64
Skipton Building Soc	£40,865.83
Caxton FX Prep Paid Card Credit	£728.56
	£190,011.74



Internal Audit Report For Goostrey Parish Council

Year Ended 31 March 2021

Findings

- All information requested was complete and available to us.
- The accounting figures provided by the Parish Council were checked to supporting records and differences identified. The figures were amended to reflect the entries on the Kashflow system.
- Year end balances were agreed to the last available bank statements.
- Petty cash is not used by the Parish Council and therefore no work was undertaken on this area.
- We confirmed that budgets had been maintained, frequent bank reconciliations are prepared and signed off and that asset registers and risk registers are maintained.
- A sample of expenditure was checked to supporting documentation and checked for approval. VAT extraction was also checked.
- Payroll records were confirmed as being maintained and were reviewed.
- The year end VAT position was agreed to the final VAT return.

Mike Snape FCCA

Associate Director

bennettbrooks.co.uk

01606 721 300

St. George's Court, Winnington Avenue, Northwich, CW8 4EE

Bennett Brooks & Co Ltd - Company No. 02648803 - [Privacy Notice](#)

Registered Office: St. George's Court, Winnington Avenue, Northwich, Cheshire, CW8 4EE

8. **Asset Register** - To determine which fields in the new accounts system require populating and any categorisation of assets

Scribe accounts has an asset register. We have an opportunity to make a one time import, from a spreadsheet for all of our existing assets and then add each asset as it is purchased. The following fields are available in the asset register, those highlighted are current used on our Asset Spreadsheet. We need to decide which of the non highlighted fields we wish to use and what data we want to input prior to importing the records into Scribe to save on administrative time and effort.

Fields in Scribe Asset Register

Cost Centre

Description

Date Acquired

Purchase Value

Current Value

Location/Responsibility

Estimated Life

Usage/Capacity

Charges

Asset Status

Notes

9. **Risk Assessment** - To consider the costs of the licensing and risks associated with the installation of Street Furniture in the Village.

Report submitted by Cllr Rathbone to the Amenities Working Group on 2nd June 2021.

In December 2020 GPC submitted an application to CEC for approval to the location of two gabion planters. LB advised that a formal Licence from CEC for the positioning of each planter would incur a charge of approximately £1,000. However, in view of these high charges there are many instances of formal Licences not being completed and the applicant authority then accepts the risk that the highway authority may at a future date demand removal of the street furniture at the expense of the applicant authority. Provided proper care is taken in the location street furniture in verges so as not to interfere with visibility etc it is considered to be very unlikely that future removal would be demanded. It is recommended that GPC proceeds with the installation of the planters without formal Licences. The gabions would have the normal GPC insurance cover for such items.

There was no discussion on this report at the Amenities working group meeting and the Clerk has asked the Finance Working Group to consider if the risks associated with installing street furniture are outweighed by the costs of the Licensing. It is worth pointing out that CW&C do not charge for licences for street furniture and other councils identified via web searches, between £80 and £250 for a licence.

Further to this report the Clerk has requested a formal quotation from Cheshire East Legal Department for the drawing up of the licences for each planter. The request was made via the Highways Officer on 8th June, however, the Clerk has not yet received the information.