

Staunton on Wye Group Parish Council

Delegated Decision Notice (DDN)

This form is used to record any delegated decision which has been taken by officers under delegated authority.

Decision title	Bench, Staunton on Wye Playground
Decision date	25 June 2026
Decision maker	Clerk/RFO/Proper Officer
Source of delegation (resolution or Constitution – please reference)	Financial Regulations 5.15 Individual purchases within an agreed budget for that type of expenditure may be authorised by: the Clerk, under delegated authority, for any items below [£500] excluding VAT. Urgent decisions required between scheduled meetings of the council are delegated to the Clerk in consultation with the Chairman and Vice-Chairman, with notification to the whole Council. 2026-27 Budget line E1 Playing field maintenance (£2000)
Decision taken	To purchase a wooden picnic bench for £220 plus delivery from n.jameswinforton@gmail.com
Reasons for the decision	The bench will be useful during school summer holidays, which begin very soon, so necessary to make the order now to avoid missing the opportunity. The bench proposed is substantially and more attractive than the cheaper than the durable plastic alternative.

Alternative options considered	Taking no action.
Subject to urgency rules? Yes or no and explanation	Yes, as above
Details of consultation undertaken	The decision was taken on the suggestion of Councillor Andrews, lead member for the playing field; all councillors were consulted twice. Those who responded were in favour including the chairman.