

STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones
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Parish Councillors are summoned to a
MEETING OF THE PARISH COUNCIL
BUDGET MEETING

DATE: THURSDAY, 10 NOVEMBER 2016

TIMES: 7.30 pm

NOTE VENUE: BROAD LANE METHODIST CHAPEL
AUDLEM ROAD, NANTWICH

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065
Issue date: 5 November 2016



Signed

To: Members of the Parish Council
Councillors Elizabeth Boughey, Shaun Clough, Mike Docker, John Davenport,
Sandy Gwinn-Freemantle, Peter Groves, Jo Hillman, Martin Malbon, Keith Nord and
Matthew Theobald

Copies: Borough Councillors Peter Groves and Andrew Martin (Nantwich South and Stapeley)
Local Press

Note: Members of the public are asked to print their own copy of the agenda from the website. Members of the public without access to the Internet are asked to contact the Clerk by no later than noon on the day of the meeting to ensure that spare copies of the agenda are available.

NOTES

This Parish Council meets and makes its decisions in public. A Parish Council meeting is not a *public* meeting. It is a meeting *held in public*. There is no requirement in law which allows members of the public to speak at such meetings. However, the Council is pleased to offer this opportunity to local registered electors to show that it is committed to community engagement.

Please respect the fact that this is a meeting to conduct Parish Council business and interruptions during the meeting are not permitted. If the business is disrupted in any way, the person(s) causing the disruption may be asked to leave.

PUBLIC QUESTION TIME

- Public question time will be for a period of 10 minutes. Any member of the public wishing to speak should notify the Clerk prior to the start of the meeting. As a courtesy, it would be appreciated if 24 hours' notice could be provided.
- The period of Public Question Time can be extended at the discretion of the Chairman.
- Members of the public are permitted to ask questions in respect of items on the agenda or any other business of the Parish Council. Questions asked at previous meetings should not be raised within a 6-month period.
- The matter may be addressed immediately; the Chairman or the Clerk will respond to questions. If it is not possible to give a response, a written response can be provided, if appropriate.
- Supplementary questions or comments are only permitted at the sole discretion of the Chairman.
- Members of the public are also able to address the Parish Council, ie make a statement, which should also relate to the business of the Parish Council. In these circumstances, no response is given.
- If more than one speaker wishes to speak on the same agenda item, the Chairman shall have discretion to disregard any questions or comments if they are a repetition of those of a previous speaker.
- It is not a good use of the Parish Council's time for members of the public to raise issues about hedges, street lights, pot-holes and so forth during public question time. Such matters should be reported direct to the Borough Council either by phone or using its on-line system of reporting faults. Alternatively, please contact the Clerk who can take action, or report matters as appropriate.

2 MEETINGS

2.1 Meetings are held at Stapeley Community Hall.

2.2 **Exclusion of the press and public:** On occasions, members of the public and press representatives are excluded from the meeting when the business to be transacted is of a confidential nature; for example, matters likely to reveal the identity of an individual, contracts and financial affairs of other parties. It is irrelevant whether there are press and public in attendance when the exclusion motion is carried. The purpose of the motion is to ensure that none of the proceedings which follow, including both written documents and any comments made, can be made public after the meeting. If the Council does not resolve to exclude the press and public, this would mean that anything discussed and any documents presented are regarded as in the public domain and must be supplied if requested by anyone, whether as a general request, or under the Freedom of Information Act.

2.3 The Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

2.4 **Planning Grounds:** The grounds on which observations can be made on planning applications are as follows –

1	Development Plan in all its aspects	8	Appropriateness of use taking account of local area
2	Government legislation and guidance (PPG)	9	Effect on highway safety and parking
3	Siting	10	Landscape
4	Design	11	Listed buildings
5	External appearance	12	Conservation areas
6	Compatibility with street-scene	13	Land contamination
7	Development affect on neighbouring properties, amenities and privacy	14	Flooding

Non-Relevant Matters

1	Matters controlled by other legislation	6	Business competition
2	Effects on private rights	7	Personal circumstances – health/finance
3	Provisions in covenants/deeds	8	Ownership
4	Effect on property values	9	Moral issues
5	Private opinions		

Note: If the Parish Council agrees, in principle, with an application, but not in all aspects, suggestions for development conditions can be made, in line with relevant factors.

A G E N D A

1 APOLOGIES

Apologies for absence should be notified to the Clerk by noon on the day of the meeting, if possible, but by no later than 6.30 pm. Apologies must be received and accepted before the meeting. If received after the meeting they cannot be recorded.

2 DECLARATION OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

3 PUBLIC PARTICIPTION

In accordance with the Parish Council's Standing Orders, members of the public are able to submit a question, either in writing prior to the meeting, or orally at the meeting, or to make a statement.

As this is a budget meeting, the public participation slot has been extended from 10 minutes to approximately 30 minutes; however, the Chairman has the discretion to extend this if he considers it appropriate.

Members of the public are able to make comments on the draft budget proposals and these will be taken into consideration when the Parish Council considers the matter later on the agenda.

This is the only opportunity for members of the public to make comment on the budget proposals; they will not be able to participate in the discussion later on the agenda.

4 CHESHIRE EAST COUNCIL – PRE-BUDGET CONSULTATION

The Borough Council's Pre-budget consultation document for the period 2017-2020 is enclosed for comment. ...

5 DRAFT BUDGET – 2017-2018

The Parish Council is invited to give initial consideration to the budget for 2017-2018. The Clerk's report will **follow under separate cover** and comprises the following:

- i. Covering report suggesting an approach to budgeting.
- ii. Receipts and Payments Statement – 1 April 2016 – 30 September 2016.
- iii. Budget Monitoring – Position at 30 September 2016, together with revised estimates to 31 March 2017.
- iv. Draft Budget Proposals – 2017-2018

The Parish Council is invited to approve a draft budget, subject to amendments to be made at the meeting. This will be revised by the Clerk, in line with discussions at the meeting and will be presented to the November meeting for confirmation, and final approval at the December meeting.

The following matters have been included on the agenda as they are time-sensitive and must be dealt with prior to the next meeting.

6 AUTHORISATION OF PAYMENTS

The Parish Council is asked to authorise the following payments:

£207.10	HMRC	Tax on Clerk's salary and employer's NI contribution.
£576.00	Trentham Fencing	Repair of community hall fencing following recent vandalism which required the replacement of two panels. (£480.00 net and £96.00 VAT)
£tba	Jof's Mowing	Grounds maintenance in the parish
£tba	A1 Plumbing & Gas Services	Repairs to central heating in community hall.
£216.00	Johnsons Printers	Printing of newsletter
£135.00	The Leaflet Team	Distribution of newsletter

7 CHRISTMAS TREES AND LIGHTING

The Clerk was asked to seek quotations for a 12ft artificial Christmas tree to be located outside the community hall. The Clerk has had little success through Internet searches but has included quotations for two Christmas trees, both of which are for indoor use only. ...

A quotation for the provision of 2000 multi-coloured lights is also enclosed. The professional guidance on lighting a tree is 100 lights for each 3ft of tree. A tree of 12 ft, therefore, would not require more than 300-400 lights. ...

8 DATE OF NEXT MEETING – NOVEMBER (SUGGESTED MOVE FROM 21 TO 28 NOVEMBER 2016)

The next scheduled meeting is 21 November; however, there is a need for the Neighbourhood Plan Steering Group to review the Neighbourhood Plan, following its recent submission to Cheshire East Council.

Cheshire East Council is required to carry out a Strategic Environment Assessment (SEA) on the Neighbourhood Plan to decide whether the policies within it will have significant impact on the environment and whether they would need to undertake a full environmental report to address the impact.

Rhiannon Monaghan (Cheshire East Council Spatial Planning Team) undertook an SEA opinion on the draft which was published under Regulation 14 but indicated to the Steering Group, at that time, that it might be necessary to re-screen the Plan at a later stage. A copy of the SEA opinion at Regulation 14 stage is enclosed for information. ...

The Steering Group and the Planning Consultant are meeting with Ms Monaghan on 17 November to resolve matters prior to publication of the Plan under Regulation 15.

In view of this, it is suggested that the scheduled Parish Council meeting on 21 November be deferred to 28 November 2016 to allow the Steering Group to make any amendments necessary. If this is insufficient time for the Group to review the Plan, an additional meeting early in December is an option.

