

# STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

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Parish Councillors are summoned to a  
**MEETING OF THE PARISH COUNCIL**

**DATE:** MONDAY, 15 DECEMBER 2014

**TIMES:** 7.30 pm

**VENUE:** STAPELEY COMMUNITY HALL,  
PEAR TREE FIELD, STAPELEY

Enquiries to:

Clerk: Carol Jones

Tel: 01270 812065

Date of issue: 8 December 2014



Signed

To: Members of the Parish Council  
Councillors Mike Docker, John Davenport, Sandy Gwinn-Freemantle,  
Peter Groves, Jo Hillman, Keith Lawrence, 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 and 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 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 agenda stipulates that public question time will take place following approval of the Minutes and discussion of any Matters Arising. 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.
- 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 generally held at Stapeley Community Hall. When the meeting is held at Broad Lane Methodist Chapel, car parking is available at the rear of the Chapel. Alternatively, you can park in front of the Chapel on Audlem Road. On occasions, members of the press and public will be 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.

**2.2** 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*).

**2.3** Planning Grounds The grounds on which comments 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.

# AGENDA

## **Guide Times:**

**7.30 pm – 7.35 pm**

### **1 APOLOGIES FOR ABSENCE**

Apologies for absence should be notified to the Clerk by noon on the day of the meeting, if possible. 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 MINUTES**

To approve as a correct record the Minutes of the meeting held on 17 November 2014, the same to be signed by the Chairman. ...

**7.35 pm – 7.45 pm**

### **4 PUBLIC QUESTION TIME (10 MINUTES)**

In accordance with the Parish Council's Standing Order No.1, 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. A copy of the Public Speaking Protocol will be available at the meeting.

Each member of the public is entitled to ask **one question or make a statement**. Questions or statements must be addressed to the Parish Council as a whole and not to individual parish councillors. This is not an opportunity for engaging in debate with Members.

As a courtesy, questions should be notified to the Clerk 24 hours before the meeting. If this is not possible, the Clerk should be informed of the question prior to the start of the meeting.

The Chairman (or Clerk) will respond to questions, but if the Chairman considers that another councillor might have the information, she will defer to him/her. This slot is for members of the public and **councillors should not participate unless invited to do so by the Chairman.**

If possible, a response to questions will be given at the meeting. If this is not possible, a written response can be provided to the questioner. In the case of statements, no response is required.

### **5 CHESHIRE EAST BOROUGH COUNCILLORS**

Borough Councillors Andrew Martin and Peter Groves to report on Cheshire East Council matters of interest.

### **6 CASUAL VACANCY**

To report that Councillor Shaun Clough has resigned as a parish councillor. He sent his resignation to the Chairman on 4 December 2014.

Where a casual vacancy occurs within six months before the day on which the Councillor whose office is vacant would normally have retired, an election to fill the vacancy shall not be held; the Parish Council, nevertheless, may fill the vacancy by co-option if it wishes.

The Parish Council is invited to consider if the vacancy should be advertised with a view to co-opting before the elections in May 2015.

## 7 CLERK'S REPORT (for information)

To receive the Clerk's report which is for information only. ...

### 7.45 pm – 8.00 pm

## 8 NEIGHBOURHOOD PLAN STEERING GROUP

### 8.1 Minutes of Meeting held on 11 December 2014

To receive the Minutes of the Neighbourhood Plan Steering Group held on 11 December 2014.

Note: As the meeting is being held only one clear working day before the Parish Council's meeting, it is unlikely that the minutes will be available until the January 2015 meeting.

### 8.2 Recommendations

To consider recommendations from the Steering Group.

**8.3** The next meeting of the Steering Group is **Monday, 5 January 2015**, at which time, it is likely that Andrew Thomson, the CCA-appointed Support Officer, will be in attendance to offer advice to the Group.

### 8.00 pm – 8.30 pm

## 9 FINANCIAL MATTERS

### 9.1 Budget 2015-2016

The Parish Council is asked to consider the recommendations of the Finance and Grants Committee which met on 4 December 2014.

The Clerk's report, updated following the Committee meeting, is enclosed.

The Parish Council is asked to RESOLVE –

- (a) That a budget of £66,847 be approved for the year 2015-2016;
- (b) That the Clerk be authorised to request a precept of £16,500 from Cheshire East Council; and
- (c) That the Clerk's salary be increased to £10,660 per annum, in line with the latest NALC/SLCC recommendations for Clerk's salaries for 2014-2016 with effect from (date to be agreed at the meeting).

Note: The new salary scales come into effect on 1 January 2015. The Committee did not address if the new rate should be paid from 1 January 2015 or 1 April 2015, and the Parish Council is asked to consider this.

### 9.2 Authorisation of Payments

£tba	Crystal Clean – cleaning of community hall November/December.
£16.00	Mrs C M Jones – reimbursement for purchase of wall clock for community hall.
£95.00	James Thompson – replacement of setts on land at Talbot Way.

£140.00          Broad Lane Methodist Chapel – hire of room £20 per meeting

Although the majority of meetings are now held in the community hall, one Parish Council and six committee meetings have been held in the Chapel.

**10          PLANNING MATTERS**

The Parish Council is invited to comment on the following planning applications which can be viewed on-line. The notification letters from CEC are enclosed.          ...

14/5142N          14 Comberbach Drive, Stapeley  
Ground floor side extension and garage conversion

14/5121C          47 Haydn Jones Drive, Stapeley  
Single-storey rear extension replacing existing conservatory and second-storey extension to the side and above existing attached single garage.

14/5275N          Crewe Vagrants Sports Club, Newcastle Road, Willaston  
Installation of a dual-user monopole accommodating 6 x multi-band antennae, 3 x dishes and 3 x floodlights.

14/5200N          Land adjacent to Woodlands, London Road, Stapeley  
Re-submission of 14/3341N – detached dwelling

**11          DATE OF NEXT MEETING**

**19 January 2015**