

STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

Tel: 01270 812065 e-mail: carol.jones@stapeleyparishcouncil.gov.uk

www.stapeleyparishcouncil.gov.uk

Parish Councillors are summoned to a
MEETING OF THE PARISH COUNCIL

DATE: MONDAY, 15 FEBRUARY 2016

TIMES: 7.30 pm

VENUE: STAPELEY COMMUNITY HALL,
PEAR TREE FIELD, STAPELEY

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065
Issue date: 8 February 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 no later than 6.00 pm. Apologies must be received before the meeting. If received after the meeting they cannot be recorded.
Councillor M Docker

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 – 18 JANUARY 2016

To approve the Minutes of the Meeting held on 18 January 2016. ...

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.**

5 CLERK'S REPORT

5.1 To receive the Clerk's report for January/February 2016 ...

5.2 Purchase of 'DNA' Kits from Cheshire Constabulary. (See item 2 on Clerk's Report).

Councillor Docker has requested the inclusion of this item and suggests that the Parish Council considers purchasing kits, at a cost of £1,000 for 100. As the minimum order quantity appears to be 100, the Parish Council may wish to consider purchasing 50 on the understanding that Wybunbury Parish Council also purchases 50, so that the cost is divided between the two parish councils.

6 AUTHORISATION OF PAYMENTS

6.1 The Parish Council is asked to authorise the following payments:

£10,005.10	Housing Vision Ltd.	Housing Needs Survey Breakdown as follows:	£
		Fee for survey	7,750.00
		Meeting at Brine Leas School 21 October 2015	500.00
		Mileage from WR13 5AZ to Brine Leas School (190 miles @ 45P per mile)	85.50
		Sub-total	<u>8,335.50</u>
		VAT @ 20%	<u>1,669.60</u>
		TOTAL	<u>10,005.10</u>
£30.00	Mrs C M Jones	Ink cartridges	
£11.00	Mrs C M Jones	Postage for three copies of objections sent to the Planning Inspectorate in respect of 144 Audlem Road (Wainhomes), to guarantee next-day delivery.	
£74.95	Mrs C M Jones	Purchase of heavy-duty coded padlock for community hall gates.	
These three payments will be made by one cheque amounting to £115.95.			
£179.28	Andrew Thomson Planning Partnership	Fee for work on the Neighbourhood Plan (up to 28 January 2016. (£149.40 net and £29.88 vat)	
£135.00	The Leaflet Team	Distribution of parish newsletter.	
£30.00	Dame Hygiene	Balance outstanding from previous account.	
£30.00	Cheshire Association of Local Councils	Training for Councillor E Boughey on 3 February 2016	
£207.10	HMRC	Tax on Clerk's salary (£177.80 plus £29.30 employer's NI contribution)	
£8,966.40	Trentham Fencing	Supply of perimeter fencing around the community hall. (£6,780.00 net; £595.00 specialist colour; £97.00 for two padlocks; £1,494.40 VAT)	

7 STAPELEY GARDENS

At the previous meeting, the Parish Council agreed that a representative from David Wilson Homes be invited to the February meeting. Unfortunately, the representative is unavailable but has been offered the opportunity to attend the March meeting.

In the meantime, Members are invited to consider the two options referred to at the last meeting to connect the north to the south of Stapeley by means of a footpath, possibly suggesting improvements to the surface of Deadman's Lane.

8 NEIGHBOURHOOD PLAN STEERING GROUP

8.1 Draft Plan/Policies (Pre-Regulation 14 Consultation)

The Steering Group has developed a number of policies to form part of the Neighbourhood Plan and these will be placed on-line only for a third round of informal consultation to be conducted at the 'Meet and Greet' event to be held at the Community Hall on 13 March 2016.

This consultation is intended to seek the views of those who attend the event. The Steering Group is not proposing to provide paper copies of the policies, but residents will be invited to

view the policies on-line prior to the event. They will be asked to agree or disagree with those policies and the wording of the policies.

8.2 Minutes of Steering Group Meetings

To receive the minutes of the meetings held on 5 January 2016. ...

The minutes of the meetings held on 26 January and 8 February will follow under separate cover or be tabled at the meeting.

8.3 CEC Event – Friday, 4 March 2016 – Macclesfield Town Hall 10.00 am – 4.30 pm

Cheshire East Council has invited up to three representatives to attend this event. Councillor Theobald and Mr P Cullen, on behalf of the Steering Group, have agreed to attend.

The Parish Council is invited to consider if another parish councillor should also attend.

9 'MEET AND GREET' – 13 MARCH 2016

Councillor Docker is unable to attend this evening's meeting, but has met with parish councillors who will be assisting on the day of the 'Meet and Greet'. The Parish Council will be informed of the arrangements.

This event was originally intended as a community engagement event for the residents of Stapeley Gardens. The event was subsequently broadened to allow all residents of the parish to attend and, as noted in item 8.1 above, is now combined with informal consultation on the Neighbourhood Plan.

10 PARISH NEWSLETTER

A revised Parish Newsletter is now enclosed. Other than requiring a Neighbourhood Plan update, this is the final version. ...

Members will note that the article which had a working title of 'Community Cakes' has been re-titled 'Meet and Greet'; however, if Members prefer 'Community Cakes' this can be changed back.

In view of the short timescale, the Parish Council is asked to consider changing the date of the 'Meet and Greet' to 20 March as this will give two weeks' notice to residents. If the date of 13 March is to be retained, there will be only one week's notice to residents and the following timetable would need to be met.

- 17 Feb: Article on Neighbourhood Plan update to be provided to the Clerk by close of business (i.e. 5.30 pm).
- 18-22 Feb: The Clerk updates the newsletter and issues to Johnsons Printers. This includes proof-reading draft from Johnsons and editing as required.
- 29 Feb/1 March: Newsletter is available for collection from the printers (subject to confirmation by Johnsons).
Councillor Hillman to advise if she requires additional copies of the newsletter for hand-delivery to the residents of Stapeley Gardens.
- 3-4 March: Distribution company collects newsletters (subject to confirmation by The Leaflet Team) and delivers 4-6 March.

11 PLANNING MATTERS

11.1 Housing and Planning Bill

The Clerk wrote to Edward Timpson MP about the Housing and Planning Bill. Mr Timpson forwarded this letter to Brandon Lewis MP whose response is now enclosed. ...

11.2 Planning Applications

The Parish Council is asked to comment on the following planning applications which can be accessed on the Cheshire East Council website [By Clicking Here](#)

16/0320N The Round House, London Road, Stapeley CW5 7JN
Demolition of existing main house to be replaced with new two-storey dwelling (with a third storey within the roof).
Application includes a refurbished pool house along with a new three-car garage all with connecting glazed links. In addition to the above, a new annexe is proposed, along with associated external works.

16/0430N Land between 65 and 81 London Road, Stapeley
Reserved matters application seeking approval of appearance, layout and scale of the dwellings together with landscaping – 14/5879N
Outline application for development of four detached dwellings (re-submission of 14/1139N)

16/0381N Manor Bank Barn, Old Newcastle Road, Willaston, CW5 7BQ
Proposed rear extension to existing dwelling and proposed side extension to existing detached garage.
Change of use of adjacent land to residential use.

12 AUTOMATED EXTERNAL DEFIBRILLATOR - LOCATION

To consider an appropriate location for the automated external defibrillator (AED). The Clerk has contacted Marston's Brewery to seek permission for this to be located on the wall of the Cronkinson Farm Pub. This has been followed up twice with the brewery, and at the date of publication of the agenda, a response is awaited.

13 COMMUNITY HALL

13.1 Shelter for Location on Open Area adjacent to Community Hall

The Parish Council has allocated £8,000 in its budget for 2016-2017 for the provision of a shelter to be located adjacent to the multi-use games area (MUGA).

Members are invited to suggest an appropriate design of outside shelter to enable the Clerk to seek quotations. In the meantime, the Clerk has contacted CEC seeking permission for it to be located adjacent to the MUGA which is open-space.

13.2 Replacement Guttering around Community Hall

The Parish Council is invited to consider what type of guttering should be installed around the community hall to enable the Clerk to seek quotations.

14 CHESHIRE EAST BOROUGH COUNCILLORS

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

15 DATE OF NEXT MEETING

21 March 2016