



STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

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www.stapeleyparishcouncil.gov.uk

Parish Councillors are summoned to a

MEETING OF THE PARISH COUNCIL

DAY/DATE: MONDAY, 15 FEBRUARY 2021

TIME: 7.30 PM

MEETING TO BE HELD REMOTELY, VIA VIDEO-LINK

PLATFORM: ZOOM

ACCESS DETAILS: Click the link below to join -

<https://us02web.zoom.us/j/2280608343>

Enquiries to: Clerk: Carol Jones

Phone: 01270 812065
Issue date: 10 February 2021
Re-issued: 11 February 2021

Signed

C M Jones

To: Councillors M Theobald (Chairman), J Davenport, M Docker, S Ford, J Gibbs,
G Gwinn, P Groves, J Hillman, A Jacobs and K Nord

Notes for Members of the Public:

1. This meeting is being held remotely in accordance with regulations made under S.78 of the Coronavirus Act 2020. There are, therefore, no paper copies of the agenda or the accompanying documents.
2. All documents (other than those which are restricted) can be accessed from the Parish Council's website - www.stapeleyparishcouncil.gov.uk.
3. Members of the public are able to ask a question under the Public Question Time slot by accessing the agenda using the link above.

A G E N D A

1 APOLOGIES

Apologies for absence should be notified to the Clerk as soon as reasonably practicable but prior to the meeting.

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 circumstances.

3 MINUTES

3.1 To approve as a correct record, the Minutes of the meeting held on 18 January 2021.

The Minutes of the Extra-ordinary Meeting held on 9 February 2021 will be submitted to the 15 March meeting for approval; however, if they are available before the February meeting, the Clerk will issue them to Members.

3.2 Complaints Committee

The Minutes of the Complaints Committee meeting held on 8 February 2021 will be submitted to the 15 March meeting.

4 PUBLIC QUESTION TIME

Members of the public are able to ask a question of the Parish Council or make a statement.

If it is not possible to respond at the meeting, a written response can be provided at a later date.

5 COMMUNITY HALL – RE-OPENING

5.1 Re-opening for Police Officers only

As agreed at the meeting held on 9 February 2021, the Clerk will write to PC Marc Harley before the Parish Council meeting to explain the conditions for permitting Police Officers to have use of the Community Hall. It is expected that a response from him will be available at the meeting.

5.2 Monthly Review - Re-opening for other Clients

To review the situation in respect of the re-opening of the Community Hall (in addition to 5.1 above.)

5.3 Cleaning Contract – Community Hall

When the Parish Council approved the cleaning/caretaking contract for the Community Hall, it did not specify a term, and this was something which had been highlighted by the Internal Auditor.

The Parish Council is asked to consider making the contract term for three years, with effect from 1 January 2021, but this is a matter for the Council to decide.

6 REPORT OF BOROUGH COUNCILLORS

Councillors Peter Groves and Andrew Martin to update the Parish Council in respect of Cheshire East Council matters of interest and any parish issues.

7 RISK ASSESSMENT

The Parish Council is required to carry out a risk assessment annually. This is a statutory requirement and must be undertaken before 31 March 2021.

The Clerk has amended the current risk assessment/management schedule to reflect the Covid-19 risk assessment carried out in 2020.

If necessary, a final document can be submitted for approval at the March 2021 meeting.

8 WEBSITE – MONTHLY REVIEW

The Website Group has been unable to meet since the last meeting and will report to the meeting to be held on 15 March 2021.

9 FINANCIAL MATTERS

9.1 Authorisation of Payments

£548.76 C M Jones – reimbursement for payment to HMRC for tax/NI for December 2020 and January 2021
Evidence of payment from the Clerk's personal account will be provided separately.

9.2 Ratification of Clerk's Action

In error, the Clerk authorised ASB Electrical to carry out the inspection of the wiring at the Community Hall. This should have been approved by the Parish Council.

The Parish Council is asked to ratify the action taken by the Clerk and to authorise payment for the work.

£200.00 ASB Electrical – this is for inspection of the wiring in the Community Hall. The Clerk has asked Mr Bonell (the proprietor) to provide a certificate as evidence of the work undertaken.

9.3 Switching from Royal Bank of Scotland to Other Bank

The Parish Council is invited to consider switching its banking service from the Royal Bank of Scotland to an alternative bank. The deadline date for application is 28 February 2021.

The background to this proposal is that banks have been tempting businesses to switch away from the Royal Bank of Scotland as part of a scheme to boost competition in the sector. As a condition of the Royal Bank of Scotland's £45 billion government bailout during the financial crisis, £350m of a state-aid package was provided to ten other banks to help them to attract business.

The Clerk's briefing note **will follow under separate cover.**

10 FINANCIAL REGULATIONS

To receive the NALC Model Financial Regulations. These were revised in 2016 and are the most up-to-date. The Clerk has not yet incorporated them into the complete document which is the Standing Orders and Financial Regulations.

Discussion of this document will assist in the formation of a document under item 11 below.

11 PROCUREMENT STRATEGY/PROCEDURE

At the meeting held on 21 December 2020 and again on 18 January 2021, Members discussed the need for a Procurement Strategy. Subsequent to that, Councillor Hillman carried out some research and issued her report to Members.

At the January meeting, suggested amendments were agreed, and the Clerk undertook to prepare a further draft document. **This document will follow under separate cover.**

12 DOG-FOULING (Item requested by Councillor Peter Groves)

Councillor Groves has been discussing with Cheshire East Council (CEC) Officers, the issue of dog-fouling, and also at a CEC Scrutiny Committee. The Parish Council is asked to consider this matter and make suggestions to tackle the problem.

Although dog-fouling is a problem across the whole of the Cronkinson Estate, the most notable areas is the footpath from the Community Hall and Pear Tree School. The estate has been added to the Community Team's patrol plan and they intend to visit the area when they are able, given the current restrictions.

CEC receives requests direct from members of the public regarding irresponsible dog ownership across neighbourhoods and in particular, open spaces and park areas. This is possibly as a consequence of people taking more local walks and a minority disrespect their local area by not picking up after their dog has fouled.

There are three Officers for south of the Borough and they cover patrols in respect of the Public Spaces Protection Orders (PSPO) alongside investigations of fly-tipping, littering and abandoned vehicles; patrol times are limited.

The Service receives requests direct from members of public in relation to irresponsible dog ownership across neighbourhoods and in particular our open spaces and park areas at the moment. This is partly owing to residents taking more local walks within their areas. There is a minority who are not picking up after their dog has fouled. The Service is doing its best to visit the areas as often as possible, based on demand/reports.

It would help the Service if they could be provided with information relating to times of day; particular dog-walkers (description of dogs etc.). This would assist the Team to target the patrols and times. The phone number is 0300 123 5021 and there is a web-reporting form on the CEC website at www.cheshireeast.gov.uk. This is the most effective way to report these matters as the Team is driven by jobs loaded onto the system and then tasked out to them.

This matter has been raised with the Clerk by a resident who has complained to Cheshire East Council about this but did not wish to take advantage of the Public Question Time facility on the agenda.

Note: As this item was added to the agenda after the publication date, any decision taken can be ratified at the March meeting.

13 PLANNING

The Parish Council is invited to comment on the following planning applications:

21/0212N Five Oaks Farm, Second Dig Lane, CW6 7QR
Demolition of existing dwelling and erection of replacement dwelling.

Deadline date for comments: 17 February 2021.

21/0603N Broadoaks, Wybunbury Lane, CW5 7JP
Proposed single-storey garage extension.

Deadline date for comments: 10 March 2021.

14 DATE OF NEXT MEETING

15 March 2021

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