



# STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

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[www.stapeleyparishcouncil.gov.uk](http://www.stapeleyparishcouncil.gov.uk)

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

**DATE:** MONDAY, 17 JULY 2017  
**TIME:** 7.30 pm  
**VENUE:** COMMUNITY HALL, PEAR TREE FIELD,  
STAPELEY

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065

Issue date: 12 July 2017

Signed

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

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.

# AGENDA

## 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.

Councillor M Docker (attendance at Police Cluster 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 particular circumstances.

## 3 MINUTES – 19 JUNE 2017

3.1 To approve as a correct record, the Minutes of the meeting held on 19 June 2017.

3.2 Councillor Keith Nord to confirm acceptance of his re-appointment to the Complaints Committee.

## 4 PUBLIC QUESTION TIME

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, he 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 INFORMATION ITEM

Although no decision is required, Members are invited to feed back on the Parish Councillors Surgery held on 2 July 2017.

## 6 CCTV

Following the visit by the Vice-Chairman of Handforth Parish Council, Members are now invited to consider how to make progress.

The Clerk's report is enclosed.

## 7 CASUAL VACANCY

To report that Shaun Clough resigned as a parish councillor on 2 July. The vacancy was reported to Cheshire East Council on the 3 July and a notice placed in the notice-board and on the website.

Any request for an election must be made in writing within fourteen days and the notice must be signed by 10 registered electors.

The deadline date for calling an election is 21 July. If no election is called, the Parish Council will be able to co-opt to the vacancy at its September meeting.

The vacancy can be advertised on the website and the notice-board, in due course, but Members might also wish to consider adding it to Facebook to ensure the widest pool of potential candidates.

## 8 COMMUNITY HALL – DECORATION (Item requested by Councillor S Gwinn-Freemantle)

The Parish Council is asked to agree arrangements for decoration of the community hall. A specification has not yet been drawn up, but the following is a suggestion:

- Paint ceiling white in Dulux matt finish.
- Paint walls with a durable, wipeable vinyl silk paint in magnolia (Dulux).
- Rub-down skirtings and paint in Dulux gloss white finish.
- Cover floor during work to prevent damage/markings of floor.
- Architraves to be rubbed down and finished in Dulux gloss white finish.

Members might wish to select a colour for a feature wall. A Dulux colour guide will be available at the meeting.

The Clerk has contacted a local decorator and arranged a site visit. Other quotations will also be sought.

## 9 STREET LIGHTING IN THE PARISH

At the time of issue of the agenda, Ian Darlington from the Cheshire East Highways Street Lighting Team, is on holiday. At the June meeting he agreed to provide some initial costing information about replacement street lighting. In the event of this not being available at the meeting, the item will be re-scheduled for discussion in September.

## 10 FINANCIAL MATTERS

### 10.1 Authorisation of Payments

The Parish Council is asked to authorise the following payments:

£228.26	HMRC	Tax on Clerk's salary and employer's NI contribution. (June) (£190.60 tax and £37.66 employer's NI)
£tba	Crystal Clean	Cleaning of community hall – June and July
£1,892.76	A Shepherd	Renewal of domain: £179.99: Two years from 25 May 2017 Hosting: £227.77: Two years from 29 June 2017 Administration £1,485.00 (Two years from 29 June 2017)

### 10.2 Budget Monitoring (2017-2018) – Position at 30 June 2017

To receive a Receipts and Payments Statement showing the position at 30 June 2017. A budget monitoring statement will be submitted showing (a) the position at 30 June; (b) revised estimates to 31 March 2018; and (c) anticipated balance on 1 April 2018. **To follow**

## 11 PLANNING MATTERS

### 11.1 Planning Applications

Comments are invited on the following planning applications which can be viewed on the Borough Council's website ([www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)).

17/3255N      The Gables, 58 London Road, Stapeley, CW5 7JL  
Proposed extension to existing two-storey residential annexe.

Deadline date for observations: 19 July 2017

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17/3154N      66 Clonners Field, Stapeley, CW5 7GP  
Proposed single-storey side extension

Deadline date for observations: 24 July 2017

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173284N      84 Broad Lane, Stapeley, CW5 7QL  
Proposed new dwelling in side garden

Deadline date for observations: 2 August 2017

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### 11.2 Inspector's Final Report on the Examination of the Cheshire East Local Plan Strategy

To report that Cheshire East Council (CEC) has now received the Inspector's Report on the Examination of the Cheshire East Local Plan Strategy Development Plan Document, dated 20 June 2017. The Inspector was appointed to carry out the independent examination under Section 20 of the Planning and Compulsory Purchase Act and this report contains his recommendations and the reasons for those recommendations. The following documents have now been published:

- Report on the Examination of the Cheshire East Local Plan Strategy Development Plan Document;
- Appendix 1: Inspector's Interim Views and Clarification;
- Appendix 2: Inspector's Further Interim Views; and
- Schedule of Main Modifications to the Cheshire East Local Plan Strategy Accompanying Inspector's Report.

These documents are available on the CEC website at [www.cheshireeast.gov.uk/localplan](http://www.cheshireeast.gov.uk/localplan) and can also be inspected at the following locations:

- Westfields, Middlewich Road, Sandbach CW11 1HZ;
- Macclesfield Town Hall, Market Place, Macclesfield SK10 1EA; and
- Delamere House, Delamere Street, Crewe CW1 2JZ.

The examination of the Local Plan Strategy has now ended and in the near future, CEC will consider a report on the adoption of the Local Plan Strategy. The Parish Council will be informed when it has been adopted.

### 11.3 Willaston Neighbourhood Plan

Cheshire East Council has issued a notice that the Willaston Neighbourhood Plan is now available for consultation and comments are invited up to 26 July 2017. A copy of the notice is enclosed.

### 11.4 Neighbourhood Plan

The Steering Group to update the Parish Council in respect of the appointment of an Independent Examiner, and any other relevant matters relating to the Neighbourhood Plan.

**12 CHESHIRE EAST COUNCIL – SUPPORTED BUS-SERVICE REVIEW**

Cheshire East Council is proposing changes to subsidised bus services as part of its budget plans.

This was an item on the agenda for the June meeting, and Members agreed to defer discussion to this meeting. Comments made will be forwarded to CEC by 26 July 2017, the close of the consultation. Members may find it helpful to bring to the meeting the documents submitted with the June agenda.

**13 DATA PROTECTION POLICY**

The Parish Council considered a draft Data Protection Policy at its June meeting and agreed that the Clerk should be added as the Data Controller and the policy be re-submitted to this meeting.

The document is enclosed.

**14 LOCAL DEMOCRACY WEEK (OCTOBER)**

To consider arrangements for Local Democracy Week.

**15 SHARED ITEMS**

Although 'shared items' does not feature as a standing agenda item, it has been included on this occasion as there is no meeting until September and Members may wish to share information or request items for the next agenda.

**16 EXCLUSION OF PRESS AND PUBLIC**

The Parish Council is invited to RESOLVE that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

**17 GUTTERING – COMMUNITY HALL**

At the meeting held in April 2017, the Parish Council was minded to approve one of the quotations, subject to receipt of further information about the materials to be used. That information is now enclosed and the Parish Council is asked to confirm acceptance of the quotation.

**18 DATE OF NEXT MEETING**

**18 SEPTEMBER 2017**

## NOTES FOR MEMBERS OF THE PUBLIC

The 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 Applications

The following are the material grounds on which the Parish Council can make observations on planning applications.

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|---|--|----|---|
| 1 | The Development Plan in all its aspects.                             | 7  | Highway issues: traffic generation, vehicular access, highway safety.             |
| 2 | Government legislation and guidance                                  | 8  | Adverse impact on nature conservation interests and biodiversity opportunities.   |
| 3 | Has there been pre-application consultation?                         | 9  | Loss of effect on trees.  |
| 4 | Previous appeal decisions and Planning Inquiry reports               | 10 | Capacity of physical infrastructure, eg public drainage or water systems.         |
| 5 | Siting   | 11 | Loss of privacy   |
| 6 | Loss of sunlight (based on Building Research Establishment Guidance) | 12 | Layout and density of building design, visual appearance and finishing materials. |

13	Over-shadowing/loss of outlook to the detriment of residential amenity (Note: Not related to loss of view)	19	Deficiencies in social facilities, eg, spaces in schools, doctors' surgeries.
14	Inadequate or inappropriate landscaping.	20	Effect on listed buildings and conservation area.
15	Compatibility with street scene.	21	Flooding
16	Development effect on neighbouring properties	22	Storage and handling of hazardous materials and development of contaminated land.
17	Appropriateness of use taking account of local area.	23	Local financial considerations offered as a contribution or grant.
18	Incompatible or unacceptable uses.	24	Neighbourhood Plan

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The following are non-relevant matters and will be disregarded by the Borough Council.

- Matters controlled by other legislation
  - Problems arising from the construction period of any works (these are covered by the Control of Pollution Acts).
  - Opposition in principle to development when this has been settled by an outline planning permission or appeal.
  - Effect on private rights.
  - Provisions in covenants/deeds.
  - Applicant's personal circumstances (unless exceptionally and clearly relevant, eg provision of facilities for someone with a physical disability).
  - Effect on property values.
  - Loss of view
  - Opposition to business competition.
  - Factual misrepresentation of the proposal.
  - Private opinions.
  - Business competition
  - Moral issues.
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