

STAPELEY & DISTRICT PARISH COUNCIL

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

DATE: MONDAY, 18 APRIL 2016
TIMES: 7.30 pm
VENUE: STAPELEY COMMUNITY HALL,
PEAR TREE FIELD, STAPELEY

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065

Issue date: 12 April 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.

1 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)		
3	Siting	9	Effect on highway safety and parking
4	Design	10	Landscape
5	External appearance	11	Listed buildings
6	Compatibility with street-scene	12	Conservation areas
7	Development affect on neighbouring properties, amenities and privacy	13	Land contamination
		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 MINUTES – 21 MARCH 2016

To approve the Minutes of the Meeting held on 21 March 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 CHESHIRE EAST BOROUGH COUNCILLORS

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

6 STAPELEY GARDENS

The Clerk re-issued the invitation to Andrew Taylor of David Wilson Homes to attend the meeting to discuss his concerns about the following condition which was placed as part of the planning permission for application 12/1381N when it was considered by the Strategic Planning Board on 1 August 2012.

'Prior to the commencement of development a scheme for improvements to off-site footpath access to Broad Lane School, at Broad Lane, Stapeley shall be submitted to the Local Planning Authority and approved in writing. This scheme shall be carried out in consultation with the Chairman and Parish Council. The improvements shall be provided in full on completion of 50% of the housing.'

Mr Taylor has responded to the effect that his investigations have been thwarted as the original Case Officer no longer works for Cheshire East Council and he needs to carry out further work before attending a meeting of the Parish Council.

7 AUTHORISATION OF PAYMENTS

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

£282.00	Trentham Fencing	Provision of sign for community hall gates: £235.00 net and £47.00 VAT
£692.16	Andrew Thomson Planning Partnership	Consultant on Neighbourhood Plan £576.80 net and £115.36 VAT
£158.40	Johnsons of Nantwich	Printing of 500 consultation feedback forms for the Neighbourhood Plan (£132.00 net and £26.40 VAT)
£tba	Johnsons of Nantwich	Printing of 500 copies of the Draft Neighbourhood Plan.
£207.10	HMRC	Tax on Clerk's salary (£177.80 plus £29.30 employer's NI contribution)

Amount to be confirmed by CVS Cheshire East.

7.2 In addition to the above, a replacement cheque is required for the following which the Clerk has mislaid.

£207.10 HMRC (Payable to C M Jones)

8 NEIGHBOURHOOD PLAN STEERING GROUP – REGULATION 14 CONSULTATION

To receive an update from the Steering Group in respect of any interim comments made as part of the six-week consultation process on the Neighbourhood Plan which concludes on 9 May 2016.

9 CHESHIRE EAST COUNCIL – LOCAL PLAN

9.1 Local Plan Strategy

Formal consultation on the Local Plan Strategy commenced on 4 March 2016 and concludes on 19 April 2016. A copy of an e-mail from Adrian Fisher (Cheshire East Council) was submitted to the last meeting.

The consultation document, entitled '*Local Plan Strategy – Proposed Changes 'Clean Version' Consultation Supporting Document March 2016*' is available on the Cheshire East Council website.

The Parish Council is invited to consider if any observations should be submitted.

9.2 Draft Cheshire East Residential Design Guide

To report on the meeting held on 14 April 2016, hosted by Cheshire East Council. The event was organised to enable Town and Parish Councils to provide feedback on the Design Guide.

10 PLANNING APPLICATIONS

At the time of publication of the agenda, there are no planning applications for consultation.

11 LITTER IN THE PARISH

The Parish Council is invited to consider if any action should be taken to clean-up the parish. The issue has been raised by a local resident who suggested that there should be a concerted effort under the banner of 'Clean for the Queen'. It should be noted that Stapeley Parish Action Group has already carried out a 'Clean for the Queen' when various ponds and other areas were cleared of litter and debris.

12 THE QUEEN'S 90TH BIRTHDAY

Members are asked to consider if the Parish Council should mark the Queen's 90th birthday which will be formally celebrated in June 2016.

13 POLICE CLUSTER MEETING – 25 APRIL 2016

Members are invited to consider if there are any matters which should be raised by Councillor Docker at the Police Cluster Meeting to be held on 25 April 2016.

14 DATE OF NEXT MEETING

16 May 2016 - Annual Meetings

15 EXCLUSION OF PRESS AND PUBLIC

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

16 QUOTATIONS FOR NOTICE-BOARDS

The Parish Council is invited to consider the enclosed information from two companies which supply notice-boards. Members are asked to decide on an appropriate style. Quotations can then be provided at the May meeting. ...

The Manager of the Co-op Store on the Cronkinson Parade is concerned that the current notice-board is unsafe and should be removed. The Manager of the store has asked if the Parish Council is proposing to replace it as the Co-op wishes to become more involved in the community and was planning to fix its own notice-board to the wall.

One of the options would be to purchase a double-door case for Parish Council notices, and a further single-door case which could be used by the Co-op itself for its own leaflets/publication material.