



# 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 NOVEMBER 2019  
**TIME:** 7.30 pm  
**VENUE:** STAPELEY COMMUNITY HALL  
PEAR TREE FIELD, STAPELEY, CW5 7GZ

Enquiries to: Clerk: Carol Jones

Phone: 01270 812065  
Issue date: 13 November 2019

Signed *C M Jones*

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

Copies: Borough Councillors Peter Groves and Andrew Martin (Nantwich South and Stapeley)

**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.

# 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

To approve as a correct record, the Minutes of the Meeting held on 21 October 2019.

## 4 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Order No. 1, members of the public can submit a question, either in writing prior to the meeting, or orally at the meeting, or make a statement.

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 CHESHIRE EAST BOROUGH COUNCILLORS' REPORTS

Borough Councillors to report in respect of Cheshire East Council matters, and any updates relating to the parish.

The following issues have already been raised with CEC Officers, by Borough Councillor Peter Groves who provided information to Members by way of e-mail dated 12 November 2019.

- New Homes Bonus Scheme – Delay

Cheshire east Council is proposing to delay the round two allocation for a period of one year, i.e. to 2021-2022. The rationale is to allow a full review and evaluation of year one spending.

- Proposed Footpath Leading to Peter de Stapleigh Way  
(David Wilson Homes site)

This issue was raised with the Public Rights of Way Officer in respect of the footpath to Stapeley Broad Lane School from the housing development at Stapeley Gardens. Councillor Groves made reference to Condition 33 of planning application 12/1381N -

*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. The scheme shall be carried out in consultation with the Chairman and Parish Council (details of which shall be provided). The improvements shall be provided in full on completion of 50% of housing.*

This matter has now been referred to one of the Planning Officers and Borough Councillor Peter Groves will be informed of the outcome.

## 6 FINANCIAL MATTERS

### 6.1 AUTHORISATION OF PAYMENTS

The Parish Council is asked to approve the following payments. Any other payments requiring authorisation will be reported to the meeting.

£243.90	HMRC	Tax on Clerk's salary and employer's NI
£34.50	Shires Payroll	Cost of payroll service
£tba	Crystal Clean South Cheshire	Cleaning Community Hall
£20.00	Target Windows	Cleaning of Community Hall windows.
£3,057.66	Carol Jones	Reimbursement for payment, in full, of the Water Plus account.

On 13 November 2019, the Clerk received a phone call from a Water Plus engineer to inform her that he was going to disconnect the water supply at the community hall, immediately. The only way to avoid this was to pay the account in full as the matter had been referred to Engage, a debt collection agency.

The Clerk made a personal cash transfer and the account is now at nil balance.

The agency has provided e-mail confirmation that the bill has been settled in full.

Tba	ASB Electrical	Repair/replacement of outside light at Community Hall.
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### 6.2 BUDGET PROPOSALS – 2020-2021

This is the Parish Council's second consideration of the draft budget proposals for 2020-2021. There were no significant amendments made at the October meeting, but minor amendments have been made. Costings are required for some of the projects identified. The following documents are enclosed.

- Clerk's covering report (revised)
- Budget Monitoring Statement (as reported to the September meeting), together with draft budget proposals for 2020-2021

The Parish Council will be asked to approve its budget at the December 2019 meeting.

Members are reminded that suggestions for inclusion in the budget, must be capable of coming to fruition during the financial year, and there should be a reasonable estimate of the cost.

Members might also wish to consider if there should be any community events during the year, all of which will require funding.

### 6.3 SPEED WATCH EQUIPMENT (VAS or SID)

Following Matthew Nord's presentation at the previous meeting, the Clerk has contacted TWM Traffic Management at Winsford and provided the company with the literature which Mr Nord sent to the Clerk after the meeting. (Enclosed)

This item is being addressed as part of the budget proposals above.

## 7 PLANNING APPLICATION

The Parish Council is asked to submit observations on the following planning application:

19/5181N      2 Newland Way, Stapeley CW5 7JH  
Proposed ground floor extension on side of detached house to form garden store.

Deadline date for observations: 29 November 2019.

## CHESHIRE EAST COUNCIL CONSULTATION DOCUMENTS

The following three consultation documents are submitted for comment. If Members have detailed observations on any of the documents, and wish these to be considered as part of the formal submission to Cheshire East Council, please try to e-mail to all Members prior to the meeting and ensure that the Clerk receives a copy so that the record of the submissions is accurate.

## 8 PRE-BUDGET CONSULTATION

Cheshire East Council is consulting on its budget for 2020-2024. The document is 96 pages long and is not enclosed, but the link to access it is given below. The consultation commenced on 1 November 2019 and concludes on **6 January 2020**. Members are, therefore, able to formulate comments at this meeting, or decide at the December meeting.

[Pre budget Consultation 2020-24 November 2019 \(PDF, 2MB\)](#)

Individuals are also able to make their own comments using the [on-line survey](#) .

## 9 COMMUNITY GOVERNANCE REVIEW

Cheshire East Council (CEC) is conducting a review of town and parish council governance arrangements across the Cheshire East Borough to *ensure that these continue to reflect local identities and facilitate effective and convenient local government*.

The Borough Council has undertaken some preliminary analysis of each of the town/parish council wards within the borough. A small number of requests have been received from parish councils asking for their specific governance arrangements to be considered.

Cheshire East Council was created on 1 April 2009 and has yet to carry out a full review of town and parish council governance. It is considered good practice to carry this out every 10-15 years.

It is expected that the review will be concluded well before the May 2023 local elections.

The Parish Council is invited to submit comments by **31 January 2020** and is specifically invited to consider (a) how effective the current governance arrangements are; and (b) are there any changes required, and if so, what changes, and the reasons for those changes.

Once this stage of the review has been completed, CEC will develop draft proposals which will be the subject of a formal consultation at a later date.

Item 9 contd....

A copy of a report submitted to Cheshire East Council's Governance & Constitution Committee is enclosed and provides background information. The link to the survey is given below and individuals are able to submit comments. A

<https://surveys.cheshireeast.gov.uk/s/CGRPartOne/>

**10 DRAFT ENVIRONMENTAL STRATEGY - 2019-2024**

Enclosed is Cheshire East Council's Draft Environmental Strategy. It sets out the strategic goals and priority actions the Council will take to respond to the global challenge of climate change, and to protect and enhance the local environment. A

The Borough Council is now consulting on this strategy, seeking views by **1 December 2019** on how it could be improved and whether the Parish Council could support the wider community to reduce its carbon footprint.

**11 PLAQUES FOR BENCHES**

At the previous meeting, Members discussed if plaques should be added to the benches already purchased. Reference was also made to a specific dedication on one of the benches.

It was agreed that this be discussed again at this meeting.

**12 CLERK'S INFORMATION REPORT**

• **Ponds in Stapeley**

As requested at the October 2019 meeting, the Clerk has contacted the Duchy of Lancaster about the pond area adjacent to the Clarendon Court on Beechwood Close. A response is awaited.

**13 EXCLUSION OF PRESS AND PUBLIC**

The 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 items owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

**14 QUOTATIONS FOR MAINTENANCE OF THE CONSERVATION AREA, TALBOT WAY**  
(Reason for exclusion: Commercially sensitive)

The Clerk has contacted a total of four organisations for a quote for the maintenance of the conservation area at Talbot Way.

Two responses are available, one of which the Parish Council considered at its July 2019 meeting.

Both of these quotations are enclosed for information only. It is expected that the remaining two quotations will be available for the meeting in December. In the meantime, the Clerk has included an appropriate sum in the draft budget for 2020-2021. A

**15 DATE OF NEXT MEETING**

**16 December 2019**