



# STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

Tel: 01270 812065 e-mail: [carol.jones@stapeleyparishcouncil.gov.uk](mailto:carol.jones@stapeleyparishcouncil.gov.uk)

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

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

**DATE:** MONDAY, 20 JANUARY 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: 15 January 2020

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 16 December 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 Peter Groves and Andrew Martin to report in respect of Cheshire East Council matters, and any updates relating to the parish.

Councillor Groves will be able to report in respect of the gully-emptying issue which was raised by a member of the public at the last meeting.

## 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
£tba	Crystal Clean South Cheshire	Cleaning the Community Hall
£20.00	Target Windows	Cleaning of Community Hall windows.
£180.00	TWM Traffic Control Systems Ltd.	Repair of SDU on Audlem Road. (Inv. 5087 - £150.00 net and £30.00 VAT)

£45.00	ASB Electrical	Re-issue of cheque which was authorised at the previous meeting but was unable to be presented as it was unsigned.
£288.80	G.O and L.M. Jones	Purchase of Christmas trees 2018 and 2019
£6.00	Ms A Bennett	Refund as the Duty Manger was 15 minutes late attending the hall for her booking.
£1,877.21	Water Plus	Charges for the period 30 October 2019 – 7 January 2020.

The Clerk suggests that as these charges are still significantly high, the meter readings be taken to ensure that the situation can be monitored.

## 6.2 BUDGET PROPOSALS – 2020-2021

Cheshire East Council has agreed to accept the Parish Council's precept request on 21 January 2020.

To follow

Members are invited to review the proposals which were agreed at the last meeting, subject to a further review if CEC agreed to accept a late precept request.

## 7 CONNECTED COMMUNITIES

CVS Cheshire East has confirmed that whilst it does not accept that all the evidence required has been submitted, it has decided to award GRIPP Assurance and it has notified Cheshire East Council. A certification from CVS will follow in due course.

As part of the documentation required, the Clerk updated the Parish Council's risk assessment schedule to include additional items for the community hall. These are at item 24, 24.1 and 24.2. This revised risk assessment is now enclosed, together with the updated GRIPP assessment.

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The Parish Council asked to approve sections 24, 24.1 and 24.2, subject to any amendments to be made at the meeting. The remainder of the schedule was approved at Annual Council in May 2019 and will be reviewed at Annual Council in May 2020.

## 8 PLANNING MATTERS

### 8.1 Planning Applications

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

19/5524N      Stapeley Cottage, London Road, Stapeley  
Proposed portal-frame building for class B1 business use (re-submission of 19/3215N).

Deadline date for observations: 29 January 2020

### 8.2 Notification of Appeal – 19/3698N

Land at Broad Lane, Stapeley – Two detached houses with new shared access.

Following refusal of planning permission, an appeal has been made to the Secretary of State in respect of the above planning application. The appeal is to be dealt with by means of Written Evidence and a site visit by an Inspector from the Planning Inspectorate.

The Parish Council can comment on the appeal by 7 February 2020; however, Members have not previously considered this application which was received after the July 2019 meeting. Members were notified, but there was no request for an extra-ordinary meeting to consider the application.

**9 VE DAY COMMEMORATION – 75<sup>TH</sup> ANNIVERSARY – 8-10 MAY 2020**

The Parish Council is invited to consider if there should be any event to mark the 75<sup>th</sup> Anniversary of VE Day 1945.

The public holiday is usually held on the first Monday in May but this year has been put back four days to Friday, 8 May 2020 to mark VE Day over a national three-day weekend.

**10 NEWSLETTER**

The Parish Council is asked to decide on a publication date for the next newsletter and to suggest articles for inclusion.

A draft newsletter can be submitted to the February meeting.

**11 CLERK'S INFORMATION REPORT**

1. Notice-Board

To report that the Clerk mislaid her keys to the notice-board but has now arranged for new keys to be provided. The Clerk will up-date when the keys have been provided.

2. Stapeley Litter Group

Jeremy Gibbs' litter-picking group will re-commence the litter-picks on Saturday, 22 February 2020 at 10.00 am, assembly outside the Cronkinson Farm Pub.

The following two dates are 21 March and 18 April 2020.

3. A51 Newsletter

To receive for information the A51 Newsletter sent by the A51 Action Group.

**12 PONDS IN STAPELEY**

The Clerk has written to Hall, Smith Whittingham, the Parish Council's legal adviser, to ask about the legal implications of carrying out improvements on land not owned by the Parish Council.

Generally, the legal position is that the Council would be trespassing. To enter the land and carry out work, would not be acceptable in circumstances where the land is owned by someone else and the Parish Council's insurance would be invalid if, for example, someone were to be injured during the course of such work.

Hall, Smith Whittingham can carry out a full title investigation to ascertain who currently owns the land and the terms of any planning conditions which not have been complied with, together with the Parish Council's rights when it comes to the owner's failure to comply with those conditions.

The fee would be £185 per hour (net). It is difficult to assess how long this would take, but an approximate estimate is two hours.

The Parish Council is asked to consider if this work should be undertaken in order to ascertain the true legal position. Such an investigation would be at my hourly rate.

An alternative may be to consider spending a small sum to acquire the land as the Council proposes to regenerate it for the benefit of the community.

**13 COMMUNITY GOVERNANCE REVIEW**

This item was considered at the meeting on 16 December 2019 and the Parish Council made observations; however, the Clerk's notes were insufficient to record accurately the comments to be made, and Members are now asked to refresh those comments for submission to Cheshire East Council by 31 January 2020.

**14 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.

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

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

Two responses only were received, and these were submitted to the November 2019 meeting. These are re-submitted again.

This matter was first considered at the July 2019 meeting. The growing season has stopped, but the Parish Council will need to make a decision in the next two months or so, ready for the Spring.

**16 DATE OF NEXT MEETING**

**17 February 2020**