

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

DATE: MONDAY, 20 MARCH 2017

TIME: 7.30 pm

VENUE: COMMUNITY HALL, PEAR TREE FIELD,
STAPELEY

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065

Issue date: 15 March 2017



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.

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

Prior to the start of the meeting, Members will be asked to stand and observe a moment's silence as a mark of respect following the death of Mark Williams on 25 February 2017.

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.

Councillors Shaun Clough and Peter Groves

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 – 20 FEBRUARY 2017

To approve as a correct record, the Minutes of the meeting held on 20 February 2017.

To follow

4 PUBLIC PARTICIPATION

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 AUTHORISATION OF PAYMENTS

The Parish Council is asked to authorise the following payments:

£207.10	HMRC	Tax on Clerk's salary and employer's NI contribution.
£tba	Crystal Clean	Cleaning of community hall and opening/closing for private parties
£115.20	Holdfast Securities	Purchase of additional keys for community hall (£96.00 net and £19.20 VAT)

6 NEIGHBOURHOOD PLAN – STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA) OPINION

To report that the SEA Opinion has now been received and confirms that no further evidence is required. This means that the Council can proceed to the next stage in the Neighbourhood Plan process.

...

7 PLANNING APPLICATIONS

Comments are invited on the following planning applications which can be viewed [By Clicking Here](#)

17/1184N	Land off Broad Lane, Stapeley Outline application for eight detached dwellings with access only and all other matters reserved.
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Deadline date for observations: 5 April 2017

17/1254N	9 Mottram Drive, Stapeley, CW5 7NW Proposed single-storey front and side extension with a two-storey side extension behind. Modernisation of existing dwelling with render, Cedar cladding and grey windows and doors.
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Deadline date for observations: 29 March 2017

8 STREET LIGHTING

During discussion of the budget for 2017-2018, Members agreed that for 2018-2019, consideration should be given to up-grading the 18 street lights owned by the Parish Council, with the possibility of them being adopted by Cheshire East Council (CEC).

The Clerk has made enquiries of CEC and Katie Henshall, the Street Lighting Team Leader, and her colleague, Ian McLellan, will attend the Annual Council Meeting on 17 May 2017. As this is a meeting where the agenda order is prescribed by the Standing Orders, the Clerk has suggested that they attend at 8.00 pm. The item will appear on the agenda at the appropriate point in the proceedings, but the Chairman has the discretion to bring the item forward.

9 PARISH NEWSLETTER

To receive a draft of the Parish Newsletter. The Parish Council is asked to agree a date for publication. This in turn will dictate the deadline for receipt of contributions by Members who have yet to provide articles. ...

10 PARISH COUNCILLORS' SURGERY

At the last meeting, Members provisionally agreed that a Parish Councillors' surgery should be held on Saturday, 22 April. As some Members were not present at that time, the Parish Council is asked to either confirm this date, or suggest another, especially as this needs to be advertised in the Newsletter.

11 CIVIC PRIDE WORKING GROUP

To receive an update from the Civic Pride Working Group. Under separate cover, the Clerk has e-mailed information about national Civic Day to be held on 17 June 2017. The organisation which deals with this has asked for information from local councils about their proposed involvement.

12 CCTV – COMMUNITY HALL

At the previous meeting, Councillor Peter Groves undertook to contact one of the Directors at Cheshire East Council in respect of the provision of CCTV more widely in the parish, rather than restricting it to the community hall only.

Councillor Groves has contacted the Director who has passed this to her CCTV team and a response is awaited.

13 OUTSTANDING ACTIONS

At the previous meeting, the Clerk was tasked with the following actions, none of which have yet been carried out yet.

- Make arrangements for slabs to be placed in front of the notice-board to allow residents to view the contents more easily.
The Clerk has asked CEC for permission, but has not yet contacted the contractor who would be able to carry out this work.
- Arrange for an electrician to fit the defibrillator.
- Ask Cheshire East Council for permission to purchase and install ‘dog poo’ dispensers.

14 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 items, for the reasons given, owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

15 COMMUNITY HALL

To consider the Clerk’s report which gives details of a regular user who is requesting exclusive use of the office. ...

16 DATE OF MEETING

24 April 2017 (Fourth Monday in the month - the third Monday is Easter)