

STAPELEY & DISTRICT PARISH COUNCIL


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

DATE: MONDAY, 5 DECEMBER 2016
TIME: 7.15 pm
VENUE: COMMUNITY HALL, PEAR TREE FIELD,
STAPELEY

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065
Issue date: 28 November 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.

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.

A G E N D A

GUIDE TIMES

7.00 PM - 7.05 PM

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 – 17 OCTOBER 2016

To approve as a correct record, the Minutes of the meeting held on 17 October 2016. ...

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, 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.**

7.05 PM - 7.50 PM

5 DRAFT BUDGET – 2017-2018

The Parish Council is invited to consider the Clerk's report which sets out a proposed budget for 2017-2018. The Clerk's report comprises the following:

- i. Covering report suggesting an approach to budgeting. ...
- ii. Receipts and Payments Statement – 1 April 2016 – 30 September 2016. ...
- iii. Combined document ...
 - Budget Monitoring – Position at 30 September 2016
 - Revised estimates to 31 March 2017
 - Draft Budget Proposals – 2017-2018.

The Parish Council is invited to approve its budget for 2017-2018, subject to amendments to be made at the meeting.

7.50 PM – 8.00 PM

6 PAYMENTS

To report that the following payments have been made. These were listed on the agenda for the meeting scheduled for 10 November 2016 which was subsequently cancelled.

£207.10	HMRC	Tax on Clerk's salary and employer's NI contribution.
£576.00	Trentham Fencing	Repair of community hall fencing following recent vandalism which required the replacement of two panels. (£480.00 net and £96.00 VAT)
£980.00	Jof's Mowing	Grounds maintenance in the parish 29 February 2016 – 31 October 2016
£216.00	Johnsons Printers	Printing of newsletter
£135.00	The Leaflet Team	Distribution of newsletter

7 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	M Docker	Travel expenses Nantwich-Macclesfield return to collect polling booths for Christmas lights vote at Pear Tree School.

8.00 PM – 8.30 PM

8 PLANNING APPLICATIONS

The Parish Council is invited to comment on the following planning applications.

16/5465N Old Dairy House Farm, Batherton Lane, Batherton, CW5 7QH
Proposed change of use of redundant agricultural buildings to residential.

Deadline date for observations: 14 December 2016.

16/5447N Oakfield, London Road, Stapeley, CW5 7JS
Construction of a domestic swimming pool enclosure over an existing outdoor pool.

Deadline date for observations: 14 December 2016.

16/5448N Oakfield, London Road, Stapeley, CW5 7JS
Listed building consent for the construction of domestic swimming pool enclosure over an existing outdoor pool.

Deadline date for observations: 14 December 2016.

16/5440N 35 Snow Crest Place, Stapeley, CW5 7SZ
Erection of detached house with rear extension

Deadline date for observations: 7 December 2016

8.30 PM – 8.45 PM

9 A529 ROUTE TREATMENT – DRAFT REPORT

The Parish Council is invited to comment on the above draft report which has been issued to Members under separate cover.

Members have commented as individuals, direct to Borough Councillor Peter Groves; however, a response from the Parish Council is also requested.

10 CHRISTMAS TREE

Councillor Boughey has sourced a supplier of artificial outdoor Christmas trees. The information was provided with the agenda for 10 November 2016. A further copy is enclosed. ...

11 CHRISTMAS TREE LIGHTS

A quotation for the provision of 2000 multi-coloured lights was provided with the agenda for 10 November 2016. A further copy is enclosed. The professional guidance on lighting a tree is 100 lights for each 3ft of tree. A tree of 12 ft therefore, would not require more than 300-400 lights. ...

The Civic Pride Working Group has carried out further research and options are enclosed.

At a recent meeting, Members agreed that the wiring from the lights could be fed through one of the community hall windows, and the window could remain closed without damaging the wiring. This would result in, potentially, 40 leads being fed through a window. This would be a fire hazard and generally against all health and safety requirements. The Clerk has, therefore, sought a quotation for the installation of an outside electric socket, to be recessed into the ground. This is unlikely to be available prior to Christmas but will be useful for the future.

8.45 PM – 9.00 PM

12 NEIGHBOURHOOD PLAN

As Members are aware, the Neighbourhood Plan was subject to further scrutiny by Cheshire East Council and has not, therefore, yet reached the Regulation 15 stage (publicity period). CEC is required to carry out a Strategic Environment Assessment (SEA) to decide whether the policies within it will have significant impact on the environment and whether they would need to undertake a full environmental report to address the impact.

The Chairman and Andrew Thomson (Planning Specialist) have met with Officers at CEC and a full SEA is no longer required.

Rhiannon Monaghan (Cheshire East Council Spatial Planning Team) undertook an SEA opinion on the draft which was published under Regulation 14 but indicated to the Steering Group, at that time, that it might be necessary to re-screen the Plan at a later stage. A copy of the SEA opinion at Regulation 14 stage as provided for Members with the agenda for the 10 November meeting (subsequently cancelled).

The Parish Council is now asked to approve the Neighbourhood Plan to allow it to proceed to the Regulation 15 stage.

13 DATE OF NEXT MEETING

19 December 2016