



STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

Tel: 01270 812065 e-mail: carol.jones@stapeleyparishcouncil.gov.uk

www.stapeleyparishcouncil.gov.uk

Parish Councillors are summoned to a
MEETING OF THE PARISH COUNCIL

DATE: MONDAY, 15 APRIL 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: 9 April 2019

Re-issued: 10 April 2019

Signed CM Jones

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

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.

A G E N D A

Members are asked to note that the symbol  against agenda items, indicates that a report is enclosed.

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 18 March 2019. 

4 PUBLIC QUESTION TIME

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.

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 FINANCIAL MATTERS –

5.1 Authorisation of Payments

The Parish Council is asked to approve the following payments.

£243.90	HMRC	Tax on Clerk's salary and employer's NI (£190.60 tax and £37.66 employer's NI cont.)
£20.00	Target Windows	Window cleaning at community hall
£tba	Crystal Clean South Cheshire	Cleaning community hall.
£159.00	The Leaflet Team	Distribution of flyer for Open Day on 28 March 2019

6 PLANNING MATTERS

6.1 Planning Applications

There are no planning applications for consultation.

6.2 Planning Appeal

18/3277N – Firbank House, London Road, Stapeley CW5 7JW
Proposed new 5-bedroom house and vehicular access

To report that following refusal of planning permission, an appeal has been made to the Secretary of State in respect of this planning application. The appeal is to be dealt with by means of written representations with a site visit by an Inspector from the Planning Inspectorate.

The Parish Council considered this application on 16 July 2018 and made the following observations:

- The proposal conflicts with the following policies in the Neighbourhood Plan – Policies H1 (Infill); H2 (Housing to meet local need); H4 (Design requirements); and H5 (Outside settlement boundary).
- The access shows poor visibility.

Additional representations must be made before 24 April 2019.

7 CONNECTED COMMUNITIES – OPEN DAY EVENT 28 MARCH 2019

Councillors Peter Groves, Georgina Gwinn and Sandy Gwinn-Freemantle to report on the open day event on 28 March 2019 to launch the Connected Communities franchise.

8 THE GREAT GET TOGETHER – SUNDAY, 23 JUNE 2019

8.1 Working Group Report

The working group to report progress on arrangements for The Great Get Together to be held on Sunday, 23 June 2019.

8.2 Donation

At The Great Get Together held in 2018, a sum of £60.00 was collected on the day, as a charitable donation from residents who attended. This sum was deposited in the Council's bank account. As the intent was for this to be payable to a charity, the Parish Council is asked to authorise payment to a charity of its choice, unless the collection was made for a specific charity.

It is likely that the auditor will be critical of this donation as there is no 'paper-trail' to show how much was collected.

The Clerk has contacted CEC Licensing to enquire into collections for charity. The website offers guidance on house-to-house and street collections, for which a licence is required, but there is no guidance on collections for this type of event.

9 ELECTIONS – 2 MAY 2019

The Statement of Persons Nominated has been published and issued to Members. The current position is that seven nominations were declared valid for Stapeley (Councillors Boughey, Docker, Ford, Gwinn, Gwinn-Freemantle, Hillman and Theobald) and one nomination for Batherton (Councillor Davenport).

There are, therefore, two vacancies. The Parish Council has a period of up to six months to co-opt to the vacancies. It is suggested that this be publicised in the newsletter which is due to be issued to households late May/early June 2019. This will allow candidates to put themselves forward for co-option at the July meeting.

As sitting Councillor Peter Groves is eligible for co-option only, the Parish Council may wish to co-opt him at the May meeting.

10 PARISH NEWSLETTER

The Parish Council is asked to agree articles for the next newsletter and a distribution date.

The following were agreed at the last meeting.

- Chairman's message.
- Parish Council election results 2 May 2019
- The Great Get Together
- Neighbourhood Plan – one year on – 'What have we achieved?'
- Contact details for all councillors
- Walk Stapeley
- Possible article on Muller Homes.

An additional article has been requested from a local resident – Party in the Lane 4 – which is to be held on 15 June 2019 with proceeds going to North-West Air Ambulance and St Luke's Hospice.

This annual event has previously featured in the Parish Council's newsletters.

11 DATE OF NEXT MEETING

20 May 2019

These are the Annual Meetings as follows:

7.15pm **Annual Parish Meeting**

The **Annual Parish Meeting** is held on the same evening as the Annual Meeting of the Parish Council. These are two separate and distinct meetings but are held for convenience on the same evening.

The Parish Meeting comprises local government [electors](#) registered for the parish. If present, the Parish Council Chairman must chair the Parish Meeting. In his absence, the Vice-Chairman must preside if she is present; otherwise the meeting must elect its own chairman from those present. A Parish Meeting may discuss parish affairs, and resolutions may be passed which the Parish Council is obliged to consider but not necessarily accept.

The Parish Meeting must assemble annually between 1 March and 1 June. Proceedings must not begin before 6 pm. Decisions are taken by a majority of those present and voting.

All newly-elected councillors will be required to sign their Declaration of Acceptance of Office prior to the start of the Parish Meeting; until they have signed, they have no status as parish councillors.

7.30 pm **Annual Council Meeting**

The Annual Parish Council Meeting is the first meeting in the new municipal year and it is at this meeting that the Chairman and Vice-Chairman are elected. Committees are appointed if required, and appointments to outside bodies are also made.

The Parish Council also takes the opportunity to consider other routine agenda items.