



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, 17 DECEMBER 2018

TIME: 7.30 pm

VENUE: STAPELEY COMMUNITY HALL
PEAR TREE FIELD, STAPELEY, CW5 7GZ

Members are asked to attend at 7.10 pm for an informal meeting with Officers from the Cheshire East Council Community Development Team to discuss the Connected Communities franchise.

(This meeting is not open to members of the public.)

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065
Issue date: 12 December 2018

Signed

To: Members of the Parish Council
Councillors Matthew Theobald (Chairman), Elizabeth Boughey, Mike Docker,
John Davenport, Georgina Gwinn, 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 by noon on the day of the meeting, if possible, but by no later than 6.30 pm. Apologies must be received 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 circumstances.

3 MINUTES – 19 NOVEMBER 2018

3.1 To approve as a correct record, the Minutes of the meeting held on 19 November 2018. ☞

3.2 Allotments

To report that as at July 2017, there were seven Stapeley residents on the Allotments waiting list. The total number on the list is 18.

4 MINUTES – EXTRA-ORDINARY MEETING HELD ON 3 DECEMBER 2018

The Minutes of the meeting held on 3 December 2018 will be submitted to the January 2019 meeting.

5 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.**

6 CASUAL VACANCY

To report that Councillor John Putt resigned as a councillor on 3 December 2018. Cheshire East Council has been notified.

As the vacancy has occurred within six months of the next elections (May 2019), there is no requirement to advertise this vacancy inviting registered electors to call a by-election. The Parish Council can proceed to co-option.

The Clerk has produced a notice of the vacancy to be displayed in the notice-board and on the website and the Parish Council will be able to co-opt at the January 2019 meeting, if there are any candidates.

7 FINANCIAL MATTERS

7.1 Authorisation of Payments

The Parish Council is asked to authorise 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.)
£220.45	C M Jones	Salary arrears for the period 1 April 2018-31 December 2018. (See finance report under item 7.3 below) A further claim will be made at the end of March 2019 for the period 1 January – 31 March 2019.
£tba	Crystal Clean	Cleaning of the Community Hall
£20.00	Target Windows	Cleaning of Community Hall windows.
£tba		Payment for purchase of Christmas tree. The invoice has not yet been received.

7.2 Payment to HMRC

Although the Parish Council was asked to approve payment to HMRC at its November meeting, a cheque was not made out at the time; however, a cheque in the sum of £243.90 was signed by two cheque signatories at the extra-ordinary meeting held on 3 December 2018.

7.3 Draft Budget – 2019-2020

The Parish Council is invited to give consideration to the draft budget for 2019-2020.

The Clerk's second report is now submitted. This has been revised to include up-dated information received from the National Association of Local Councils in respect of Clerks' salary awards for 2019-2020. ✍

7.4 Grant Application (S.137 of the Local Government Act 1972)

Councillor M Docker, in his capacity as Secretary of the Broad Lane Coffee Club, has submitted a grant request for £250 to assist in the running costs of the Coffee Club. ✍

A grant application form is enclosed; however, this is the Council's form which is used for grants to non-profit organisations within the parish. The Broad Lane Coffee Club is in the Nantwich Town area and for this reason, if the Parish Council is minded to approve a grant, it must be under S.137 of the Local Government Act as there is no other power to spend.

S.137 allows a local council to spend a limited amount of money for purposes for which they have no other specific statutory power. In these circumstances, the Council must be satisfied *that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants*. It is understood that some residents from Stapeley and Batherton use the Coffee Club.

8 PLANNING APPLICATION

The Parish Council is invited to comment on the following planning application:

18/6017N 6 Broad Lane, Stapeley, CW5 7QL
Proposed rear extension, replacement garage with en-suite,
dressing room and garden room and re-positioning of access

Deadline date for observations: 2 January 2019

9 NEW HOMES BONUS SCHEME

At the previous meeting, Members suggested the possibility of partnering with Nantwich Town Council to suggest a community bus service as a scheme for funding under the New Homes Bonus Scheme (NHBS).

The Clerk contacted Nantwich Town Council Clerk who has advised that he has prepared an application for funding a community bus service, albeit with limited information. He will add Stapeley & District Parish Council's support for the scheme and no doubt the routes will also be beneficial to Stapeley residents.

At the previous meeting, Members referenced the Neighbourhood Delivery Plan and considered that there might be projects within that document which would cost a minimum of £10,000 and could be submitted by 31 December 2018. However, as there are only two weeks to the closing date, it is suggested that there is insufficient time to provide the level of detail which is required for a scheme to be submitted.

For information, a copy of the blank application form and the guidance notes is enclosed.

The key principles for fund spend are as follows:

- Projects must demonstrate how they will enhance service delivery and provide tangible community benefits.
- Applicants must have appropriate governance in place. This relates to (a) clear decision-making and control arrangements; (b) risk and insurance arrangements to be in place; and (c) sufficient capacity to deliver the project in full.
- Can be used to fund new services or amendment/retention of existing services.
- Only to be used for activities which CEC has powers to undertake.
- Sustainable – no commitments beyond March 2020 – any unspent monies may be clawed back.

10 CONNECTED COMMUNITIES – GRIPP ASSESSMENT

To consider any action required arising out of the informal meeting held prior to the start of the Parish Council meeting.

11 SEATS/BENCHES

At the previous meeting, the Parish Council was provided with images of benches which could be supplied by CIS Furniture; however, Members were of the view that the height of the seats was as important as other dimensions to ensure that people of limited ability would be able to use the seats and declined to make a decision on the benches suggested. It was agreed that more local suppliers should be identified.

The Clerk has been unable to identify suppliers which are local. There are several suppliers who provide street furniture to many councils; for example, (a) Broxap and (b) Glasdon, but there are no local branches.

The Clerk was also asked to contact the Nantwich Town Council Clerk for information about the seating on Nantwich town square. The seating on the town square was provided by the former Crewe & Nantwich Borough Council. The Town Council has, however, replaced two seats on Water Lode. These are made from recycled materials. The company's name is Amberol and the link is given below, together with an image of the seating.

<https://amberol.co.uk/seating/>

<https://amberol.co.uk/seating/bench-seating-products.php>



12 DATE OF NEXT MEETING

21 January 2019