



# STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

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

**DATE:** MONDAY, 18 FEBRUARY 2019  
**TIME:** 7.30 pm  
**VENUE:** STAPELEY COMMUNITY HALL  
PEAR TREE FIELD, STAPELEY, CW5 7GZ

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065  
Issue date: 13 February 2019

Signed *C M 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 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

To approve as a correct record, the Minutes of the meeting held on 21 January 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

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.)
£25.50	Shires Payroll	Quarterly fee for payroll service.
£96.00	C M Jones	Reimbursement for payment made to Dyno-Rod which recently inspected the drainage system at the Community Hall.

### 5.2 Receipts & Payments Statement – 1 April – 31 December 2018

To receive a Receipts and Payments statement showing the financial position at 31 December 2018. to follow

## 6 PLANNING APPLICATIONS

The Parish Council is invited to comment on the following planning applications by 20 February 2019:

- 19/0213N      New Dairy House Farm, Batherton Lane, CW5 7QH  
Listed Building consent for conversion of existing barn into three residential units.
- 19/0212N      New Dairy House Farm, Batherton Lane, CW5 7QH  
Conversion of existing barn into three dwellings.

## 7 CONNECTED COMMUNITIES

### 7.1 Promotional Event – 28 March 2019

To report on the arrangements for the Open Day on 28 March 2019.

- To be held between 11.00 am and 1.00 pm.
- Acton Church volunteers are providing the refreshments, which comprise beverages and home-made cakes. They will also be supplying crockery and cutlery and have agreed to arrive early enough at the hall to set up the tables. A key has been provided to Carol Hill, for this purpose.
- The cost for the catering is £150.00. Cheshire East Council will be funding this. The volunteers do not wish to submit an invoice for the services and have requested that a donation be made to St Mary's Church, Acton. Although Parish Councils are not permitted to make donations to religious organisations, this is a contribution for the service provided, rather than the organisation.
- A large banner is being prepared by CEC and will be attached to the community hall railings the week before the event.
- In view of the 'purdah' requirements, Members will not be able to make speeches. Borough Councillor Janet Clowes (Portfolio Holder for Health and Well-being) will be in attendance but will also not be permitted to make a speech. The official opening will be conducted by Mark Palethorpe (Cheshire East Council Officer).
- Carol Hill has issued invitations to Community Hall regular users and other groups which she believes will wish to use the hall.
- The Clerk has notified all hall users that the hall is not available on 28 March 2019 for regular hire.

The publicity leaflet has not yet been prepared. Members may wish to suggest appropriate content.

### 7.2 Outstanding Evidence under the GRIPP Assessment

To report that evidence is still required as part of the GRIPP Assessment. See attached updated GRIPP document. ✍

### 7.3 Wi-Fi at the Community Hall

The Clerk has made enquiries about a Wi-Fi facility at the Community Hall. Unfortunately, as the post-code is not registered with Royal Mail, this will result in a delay. BT is not able to start the process of installing a phone line until the post-code has been registered.

The Clerk has now submitted a formal request to Royal Mail to add the post-code (CW5 7GZ) onto its data-base. Once this has been registered, BT will be able to deal with the request for a Wi-Fi facility and this will take approximately three weeks from the date of application.

The cost is £125.00 for the survey and installation, with an on-going cost of £28.00 per month for the facility. Cheshire East Council will fund this for a period as part of the Connected Communities commitment.

The Parish Council is asked to approve the costs, in principle. Details will be provided at the March meeting when the costs will have been finalised.

## **8 SEATS/BENCHES**

At the previous meeting, the Parish Council considered and approved a quotation from Amberol Ltd. for six seats.

It was agreed that Cheshire East Council be asked to quote for installing the seats. The Clerk has contacted ANSA for a quotation. If there is undue delay in receiving this quotation, or CEC is not able to quote, another installer will be required. For this reason, the Clerk has not yet placed the official order, although she has indicated acceptance to the local Sales Representative.

As the seats are provided flat-packed and the Parish Council does not have a storage facility, it is suggested that the order be placed when there is a firm commitment to install the seats, either by ANSA, or some other installer.

## **9 TOWN AND PARISH COUNCIL CONFERENCE**

The Town and Parish Council conference has been re-arranged to Wednesday, 6 March 2019 – 2.30 pm for registration, starting at 3.00 pm (venue to be confirmed, but likely to be Sandbach).

The Parish Council is able to nominate one/two Members to attend.

## **10 CORRESPONDENCE**

The Clerk reported to the last meeting that a resident had complained about the barrier which has been installed at the Cronkinson Farm Pub car park entrance. As reported in January 2019, the reason for its installation is to combat anti-social behaviour outside pub opening hours, when car-owners were using the car park for unauthorised activities.

The resident remains concerned and asserts that he has spoken to a contractor on site on 11 February at which time he was advised by the contractor that the height of the barrier does not comply with safety requirements as it is too high when closed.

The resident has written to Marston's Brewery and the company has noted the issues raised. Marston's has also confirmed that whilst an application for planning permission has not yet been submitted to CEC, a retrospective application will be submitted in the near future.

Borough Councillor Peter Groves has been a party to e-mail exchanges with the resident and will be able to speak to this item.

## **11 DATE OF NEXT MEETING**

**18 March 2019**