

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 6 MARCH 2014 AT STAPELEY COMMUNITY HALL, PEAR TREE FIELD,
STAPELEY, NANTWICH**

PRESENT: Councillor S Gwinn-Freemantle Chairman
Councillor J Davenport
Councillor S Clough
Councillor J Hillman
Councillor K Lawrence
Councillor M Malbon
Councillor K Nord
Councillor M Theobald

APOLOGIES: Councillors M Docker and P Groves

Note: Prior to the start of the meeting, representatives of David Wilson Homes made a presentation in respect of Phase 2 of its proposed development on the former Stapeley Water Gardens site.

238 DECLARATIONS OF INTEREST

Members were invited to make any declarations of interest in any item of business on the agenda.

Agenda item 9 – Planning Application No. 14/09746N – Stapeley Broad Lane School

The following declarations were made in respect of this planning application:

In the interests of honesty (in accordance with the Code of Conduct) M Theobald declared that he was a member of the Governing Body of Stapeley Broad Lane School.

Councillors J Davenport and M Malbon each declared an interest on the basis that their respective children attended the school. Their interest was not so great as to render them unable to reach an unbiased opinion on the application.

239 MINUTES

239.1 Meeting Held on 6 February 2014

RESOLVED: That the Minutes of the meeting held on 6 February 2014 be approved as a correct record subject to the following:

Minute No. 222 - Public Inquiry (Muller Homes) – 18 February 2014

Delete:

“RESOLVED: That in the event of Councillor Nord being unable to attend any part of the Public Inquiry, owing to unforeseen circumstances, the Parish Council authorised any other available parish councillor to attend in his place.”

Insert:

“Members agreed that as the Clerk and Chairman were attending on Day One, there was no requirement for any other parish councillor to deputise for Councillor Nord.”

239.2 Meetings Held on 28 January and 14 February 2014

RESOLVED: That the Minutes of the extra-ordinary meetings held on 28 January and 14 February 2014 be approved as correct records.

240 PUBLIC QUESTION TIME

A member of the public asked a question about the Parish Council's withdrawal of barrister representation at the Public Inquiry. In response, the questioner was informed that this action had been taken following legal advice. This advice was subject to legal professional privilege and further details could not be provided at this time.

241 CHESHIRE EAST BOROUGH COUNCILLORS

There were no Borough Councillors in attendance.

242 COMMUNITY HALL – CARETAKER

Members considered a specimen job description provided by the Village Halls Adviser (Cheshire Community Action). The Clerk had suggested some amendments and others were agreed at the meeting, viz:

- Title of post to be "Community Hall Caretaker"
- Add: "To show users around the hall, explaining various safety requirements."
- Removal of those parts highlighted in yellow.

The Clerk (or any parish councillor) was authorised to sign a hire agreement on behalf of the Parish Council. It was expected that a Community Hall Caretaker, as an employee of the Parish Council, would be similarly authorised. This would be verified in due course with the Legal Adviser.

RESOLVED: That the job description, as amended, be used as the basis for advertising the post.

243 COMMUNITY HALL – HIRE FEES AND CHARGES

The Parish Council was invited to review the fees and charges for hire of the community hall. No agreement could be reached on the appropriate level of charges. Councillor Hillman undertook to make enquiries about charges made by other community/village halls and report back to the next meeting.

(Note: Councillor K Nord arrived at this point in the proceedings.)

244 NEWSLETTER

A draft newsletter was submitted for consideration. The following were agreed:

- Councillors Davenport and Theobald to provide biographical information.
- Councillors Lawrence and Theobald each to provide a portrait photograph of themselves.
- In the event of the newsletter being too large for A3 folded to A4, Johnsons Printers be asked to produce the newsletter as a six-sided, folded newsletter.
- Neighbourhood Planning: Councillor Theobald, as a Member of the Neighbourhood Planning Working Group, to provide additional copy for the article on neighbourhood planning.

During discussion of the newsletter, Councillor Clough, who had not been present at the meeting held on 6 February 2014, asked to be appointed to the Neighbourhood Planning Working Group.

RESOLVED: That Councillor Clough be appointed as a member of the Neighbourhood Planning Working Group.

245 FINANCIAL MATTERS

- **RESOLVED:** That the following payments be authorised:

£161.72	HM Revenue & Customs – tax on Clerk’s salary
£379.80	Bob Hindhaugh Associates Ltd – work associated with Public Inquiry
£65.00	Johnsons Printers – compliments slips for use by the Clerk.
£465.00	Crystal Clean – cleaning of community hall (Cheque payable to “Mrs C Black”)
£720.00	Six:TEN Highways (£600 net and £120 vat)
£900.00	Mike Brookes Garden Services – repair/replacement of fencing at Talbot Way (Although this figure was higher than the approved quotation of £825, the additional £75 had been approved by the Clerk, in accordance with Financial Regulations. The fencing had become more damaged during the recent bad weather and this had necessitated additional work.

- **RESOLVED:** That the following payments be ratified:

£400.00	Cheshire East Council – purchase of additional copies of the Muller Homes Planning applications (12/3746N and 12/3747N) for the barrister.
£3,540.00	Hall, Smith, Whittingham – fees for Counsel services in connection with preparation of brief for the Public Inquiry (£2,950 net and £590 VAT) These payments had already been made.

246 PLANNING APPLICATIONS

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

14/0622N Outline planning permission with all matters reserved for erection of dwelling: The Cedars, Wybunbury Lane, Stapeley

RESOLVED: The Parish Council expressed concern over visibility (access and egress).

14/0746N Stapeley Broad Lane School: Proposed removal of two mobile classrooms and construction of school extension to provide two replacement classrooms and improved reception and administration facilities.

RESOLVED: That planning application 14/0746N be supported.

(Note: Having declared an interest in this item, Councillor M Theobald declined to comment on the application and did not vote.)

14/0506N 26 Tinkersfield: Two-storey rear and side extension with minor internal Alternations.

RESOLVED: That, when considering the planning application, the Local Planning Authority be urged to satisfy itself that the boundary was accurate, by visiting the site.

14/0753N 78 Broad Lane, Stapeley – Removal of 4.5m of hedging to allow vehicular Access to property with hard-standing for car.

RESOLVED: That planning application 14/0753N be supported.

The Clerk also tabled a letter in respect of a re-submitted application (13/4405N) Re-development of Greenfields bungalow, Newcastle Road. The Parish Council had previously commented on this application (original application No.132/1718N). Members had not been able to view the plans on-line and there were, therefore, no observations made.

247 NEIGHBOURHOOD PLANNING SEMINAR – 19 MARCH 2014

Two places had been reserved at the Neighbourhood Planning Seminar to be held on Wednesday, 19 March (10.00 am – 12 noon) at the University of Chester Academy, Northwich. The Parish Council was invited to nominate two Members to attend.

RESOLVED: That Councillors S Clough and M Theobald be nominated to attend the Neighbourhood Planning Seminar to be held on 19 March 2014.

(Note: Councillor S Clough withdrew from the meeting at this point in the proceedings.)

248 MULLER HOMES PUBLIC INQUIRY

The Parish Council was invited to consider if there should be a further public meeting to report back to local residents (this had been suggested prior to the public meeting held on 4 February 2014). Members agreed to consider the matter again when the Inspector's report was available.

249 VENUE FOR PARISH COUNCIL MEETINGS

The calendar of meetings for 2014-2015 would be submitted to the Annual Meeting on 8 May 2014. In the meantime, Members were invited to consider changing the venue for Parish Council meetings from Broad Lane Methodist Chapel to the community hall.

The hall was booked by regular users on the evenings of Wednesday, Thursday and Friday. Members were asked to consider changing meetings to a Monday or Tuesday.

Members were minded to –

- change the venue for the Parish Council meetings to the community hall;
- hold meetings on the third Monday of each month; and
- make an appropriate financial transfer from general funds to "Community Hall" funds to cover the full hire charge for the hall.

The Clerk undertook to prepare a draft calendar for initial consideration at the next meeting. The calendar for 2014-2015 would be submitted for approval to the annual meeting on 8 May 2014.

250 CORRESPONDENCE

The Clerk reported receipt of the following correspondence received since the last meeting.

Cheshire East Council

- The Local Plan would be available from 14 March, following which there would be a six-week period for representations (14 March – 25 April 2014). All representations and supporting documents would be sent to the Secretary of State and an examination would be carried out by an independent inspector. The final adopted Plan would be produced following receipt of the Inspector's report.

Cheshire East Highways

- Route Management Strategy of the A534 – [drop-in session on Wed 26 March between 9.00 am and 4.00 pm in Room Delamere 1, Floor 1, Delamere House, Crewe when Officers from the Traffic and Road Safety Team would be available.]
- Traffic Management LAP reports – works completed and works in progress
- Plan showing the proposed installation of signs on the A51 (London Road) warning of the left-turning into Annions Lane. Representations could be made up to 20 March 2014. No representations were made.

Cheshire Association of Local Councils

- Nantwich Indoor Pool re-launch – 15 March 2014 (1976 prices)
- South Cheshire Travel Survey

251 OPEN SPACES

The Clerk had contacted Cheshire East Council in respect of ownership of the land between Pear Tree Field and the Cronkinson estate (alongside the MUGA). The S.106 Compliance Officer had replied to the effect that she was actively involved with Stapeley Parish Action Group (SPAG) in respect of land ownership on the Cronkinson estate and had attended a site meeting with two of its members. In response to a Member's question, the Clerk confirmed that the S.106 Compliance Officer had been informed that SPAG was totally independent of the Parish Council.

Following discussion, during which the issue of the longer-term management/maintenance of open spaces would need to be addressed by the Parish Council, the Clerk was asked to contact the Cheshire East Council Assets Manager seeking an update on transfer of land on the Cronkinson estate under the S.106 Agreement.

252 SHARED ITEMS

Members were invited to share items.

- Councillor Davenport, on behalf of SPAG, requested a copy of a map for the parish. The Clerk undertook to report back on the availability of such a map.
- Item for the next agenda:
Purchase of a "Community Hall" sign for installation outside the community hall.

253 PUBLIC QUESTION TIME

There were no questions from members of the public.

254 DATE OF NEXT MEETING

3 April 2014

255 EXCLUSION OF PRESS AND PUBLIC

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to **RESOLVE** that the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

256 COMMUNITY HALL LEASE

Reason for Exclusion
Receipt of legal advice.

Parish Councillors had met informally with the Legal Adviser prior to the start of the meeting. At that meeting, a number of amendments to the draft lease had been suggested. A further draft lease would be provided for consideration and approval by the Parish Council.

.....Chairman