

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 16 JANUARY 2017 2016 IN STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY**

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

APOLOGIES: Councillor P Groves

100 DECLARATION OF INTERESTS

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had 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.

No declarations were made.

101 MINUTES – 5 DECEMBER 2016

RESOLVED: That the Minutes of the meeting held on 5 December 2016 be approved as a correct record, subject to the following:

Minute No. 89 – Declaration of Interests

ADD 'No declarations were made'.

(Note: The Clerk had noted the omission, prior to the meeting and had amended the official copy of the Minutes.)

102 PUBLIC QUESTION TIME

There were no members of the public in attendance.

103 PAYMENTS

103.1 RESOLVED: That the following payments be approved:

£207.10	HMRC	Tax on Clerk's salary and employer's NI contribution.
£28.60	Dr J Hillman	Reimbursement for Christmas tree lights
£642.41	Dame Hygiene Services	Provision of nappy disposal service and collection of waste fortnightly. Sanitary disposal unit rental and collection of waste monthly)
£155.00	A N Plumbing	Cheque to be made out to 'Andrew Nuttall'. Repairs to central heating in community hall.
£138.85	Scottish Power	Unmetered electricity charges 30 September – 31 December 2016 (£132.24 net - £6.61 VAT)
£585.00	Crystal Clean	Cleaning of community hall and opening/closing for private parties

103.2 It was reported that the following payments had been made since the last meeting.

£290.00	Dr J Hillman	Reimbursement for purchase of real Christmas tree
£330.00	Signs of Cheshire Ltd	Installation of the new notice-board. (£275.00 net and £55.00 VAT)

104 PLANNING APPLICATIONS

104.1 There were no planning applications for consultation.

104.2 It was reported that the following planning application had been received on 5 December 2016 with a deadline date of 4 January 2017 for responses. As there was no meeting in December, other than on the date on which this had been received, the Parish Council has not been able to respond.

16/5841N Pear Tree Primary School
Extension to school hall.

104.3 16/4926N – Woodlands House, 61B London Road, Stapeley

It was reported that the Southern Planning Committee, at its meeting held on 21 December 2016 had refused approval of this application, contrary to the Planning Officer's recommendation for approval.

Councillor Peter Groves had addressed the Committee, objecting to the application, as did Mr G Gibbs, who had previously attended Parish Council meetings to raise his concerns.

104.4 Report from Councillor Peter Groves

Councillor Groves had sent an e-mail about the following planning matters.

1. Land to the rear of 144 Audlem Road

Cheshire East Council had asked the Secretary of State to comment on the fact that there were two Planning Appeal Inspectors providing divergent views. One stated the access was suitable; the other, correctly in Councillor Groves' opinion, stated that it was not suitable.

2. Land off Peter de Stapleigh Way

There was no news in respect of the Muller Homes judicial review. Councillor Groves would be asking the MP, Edward Timpson, if he could ascertain the current position.

(Note: Councillor Gwinn-Freemantle arrived during discussion of this item.)

105 NEIGHBOURHOOD PLAN

It was reported that the final Neighbourhood Plan had been issued to Cheshire East Council (CEC) week commencing 5 December 2016. The Plan would now be subject to a screening opinion which required consultation with statutory bodies. The process was likely to take up to six weeks, and, owing to the intervening Christmas holiday, was unlikely to be available until early February 2017. The SEA screening document would then be issued to the Parish Council, following which the Steering Group would need to consider this and re-submit the Plan to the Parish Council for final approval (possibly March/April). The document would then be issued to CEC which would trigger the start of Regulation 16 when the Plan would be publicised for 6 weeks.

As reported to the September meeting, the appointment of an Independent Examiner could not be made until after the completion of the six-week publicity period. The independent examination would take between four and six weeks and CEC expected to be able to move to referendum stage in the Summer.

106 PARISH COUNCIL ACTIVITIES - 2017

106.1 The Parish Council reviewed its key activities/timetable for the year.

Feb	<ul style="list-style-type: none">• Civic Pride Working Group to suggest projects. A written report would be submitted.• First draft of newsletter to include the following:<ul style="list-style-type: none">○ Nantwich Coffee Club – information to be provided by Councillor M Docker.○ Parish Councillors' surgeries. A surgery be held in the Spring, possibly in the rural part of the parish either at Stapeley Broad Lane Academy or Stapeley House, subject to availability. Dependent on the success of the event, others could be included in the calendar for 2017-2018.• The Clerk reported that she would be inviting the Council to draw up a general specification for CCTV to enable quotations to be sought. Following a brief discussion, the Clerk undertook to contact Nantwich Town Council Clerk about the Nantwich system of CCTV.
March	<ul style="list-style-type: none">• Council to finalise the newsletter.
April	<ul style="list-style-type: none">• Approval of Annual Report 2016-2017 ready for formal submission to Annual Council.• Christmas trees and lights. To consider arrangements for the purchase of Christmas tree(s), the location and lighting.• Approval of final Neighbourhood Plan, following receipt of the SEA screening document and prior to independent examination.• Consider arrangements for Local Democracy Week (October), possibly organising a public debate at one of the secondary schools. Members were reminded that Local Democracy Week was a national initiative aimed at bringing together local politicians with future generations of electors to raise awareness amongst children and young adults in respect of how democracy worked.
May	<ul style="list-style-type: none">• Approval of end-of-year accounts 2016-2017 for audit purposes.• Calendar of meetings 2017-2018.
June	<ul style="list-style-type: none">• Consider first draft of second newsletter for issue in August. It might be timely to include a reference to the Neighbourhood Plan referendum date, if known at this stage
July	<ul style="list-style-type: none">• Finalise newsletter.• Consider activities for Local Democracy Week in October.• Consider purchase of a Christmas tree and if any events should be arranged for Christmas, to include the community.
Sept	<ul style="list-style-type: none">• Finalise arrangements for Local Democracy Week.
Oct	<ul style="list-style-type: none">• Consider first draft of third newsletter for issue in December.• Initial consideration of draft budget 2017-2018.

-
- | | |
|-----|--|
| Nov | <ul style="list-style-type: none">• Finalise newsletter• Second consideration of draft budget 2017-2018 |
| Dec | <ul style="list-style-type: none">• Approval of budget for 2018-2019 |
-

106.2 Facebook

Members were also invited to consider re-branding the Neighbourhood Plan Facebook account to provide for greater engagement with parish residents.

It was **AGREED** that a small working group be established, comprising Councillors E Boughey, M Docker and J Hillman to consider this and report back to the Parish Council. As these Members were part of the Civic Pride Working Group, the matter would be considered by that Group.

107 DATE OF NEXT MEETING
20 February 2017

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.15 pm