

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 15 FEBRUARY 2016 AT STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY**

PRESENT: Councillor S Gwinn-Freemantle Chairman
Councillor M Theobald Vice-Chairman

Councillor E Boughey
Councillor S Clough
Councillor J Davenport
Councillor J Hillman
Councillor M Malbon
Councillor K Nord

APOLOGIES: Councillors M Docker and P Groves

135 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.

136 MINUTES – 18 JANUARY 2016

RESOLVED: That the Minutes of the Meeting held on 18 January 2016 be approved as a correct record and signed by the Chairman.

137 PUBLIC QUESTION TIME

There were no members of the public in attendance.

138 CLERK'S REPORT/INFORMATION ITEMS

138.1 The Clerk's report was received for information and included the following topics.

- Wybunbury Police Cluster meeting
- SPAG Minutes – 25 January 2016
- PCC Forum – 26 January 2016

138.2 Security Marking Kits (Operation Shield)

Councillor Docker had requested the inclusion of this item arising out of his attendance at the Wybunbury Police Cluster meeting. He suggested that the Parish Council consider purchasing security marking kits offered by Cheshire Constabulary at a cost of £1,000 for 100 (minimum order quantity).

The kits comprised liquid which contained an individual code to mark property in home, garage and sheds. This coding was registered to an individual's home address and added to a database, making stolen property easy to be recovered.

Members were of the view that there were sufficient alternatives available to members of the public and agreed that no action be taken to purchase the kits.

139 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be authorised:

		£
£10,002.60	Housing Vision Ltd.	Housing Needs Survey Breakdown as follows:
		Fee for survey 7,750.00
		Meeting at Brine Leas School 21 October 2015 500.00
		Mileage from WR13 5AZ to Brine Leas School (190 miles @ 45P per mile) 85.50
		Sub-total <u>8,335.50</u>
		VAT @ 20% 1,667.10
		TOTAL <u>10,002.60</u>

Although VAT had been included on the invoice, the VAT element had been omitted from the quotation. The Clerk advised that this was a 'given' on all quotations; however, Members acknowledged that they would need to be more vigilant in future to ensure that the VAT element was clearly marked on all quotations prior to the Parish Council's acceptance.

£30.00	Mrs C M Jones	Ink cartridges
£11.00	Mrs C M Jones	Postage for three copies of objections sent to the Planning Inspectorate in respect of 144 Audlem Road (Wainhomes), to guarantee next-day delivery.
£74.95	Mrs C M Jones	Purchase of heavy-duty coded padlock for community hall gates.
£179.28	Andrew Thomson Planning Partnership	Fee for work on the Neighbourhood Plan (up to 28 January 2016. (£149.40 net and £29.88 vat)
£135.00	The Leaflet Team	Distribution of parish newsletter.
£30.00	Dame Hygiene	Balance outstanding from previous account.
£30.00	Cheshire Association of Local Councils	Training for Councillor E Boughey on 3 February 2016
£207.10	HMRC	Tax on Clerk's salary (£177.80 plus £29.30 employer's NI contribution)
£8,966.40	Trentham Fencing	Supply of perimeter fencing around the community hall. (£6,780.00 net; £595.00 specialist colour; £97.00 for two padlocks; £1,494.40 VAT)
£24.00	Hall user	Refund for hire of hall on 7 February 2016.
£25.00	Hall user	Refund agreed 18 January 2016

140 STAPELEY GARDENS

At the previous meeting, the Parish Council agreed that a representative from David Wilson Homes be invited to the February meeting. Unfortunately, the representative was unavailable but had been offered the opportunity to attend the March meeting.

Members agreed that discussion of the two options referred to at the previous meeting should be deferred until after representatives from David Wilson Homes had addressed the Parish Council.

141 NEIGHBOURHOOD PLAN STEERING GROUP

141.1 Draft Plan/Policies (Pre-Regulation 14 Consultation)

The Steering Group had developed a number of policies to form part of the Neighbourhood Plan and these had been intended to be placed on-line only for a third round of informal consultation to be conducted at the 'Meet and Greet' event to be held at the Community Hall on 13 March 2016.

Steering Group Members now advised that these policies needed to be considered in the context of the whole plan and, therefore, would not be placed on-line at this stage.

The results from the second consultation would be made available at the event, together with the Housing Needs Assessment report.

Members discussed whether the event should be restricted to the electorate of the parish, or opened to all residents or members of the public in general. It was acknowledged that restricting it to the electorate of the parish would be difficult as it would require each attendee being 'ticked off' the list of registered electors prior to admission and would be an unwieldy process. On balance, it was agreed that residents of the parish were entitled to attend, and in the event of any developers attending, they would be advised that the Regulation 14 consultation was imminent.

141.2 Minutes of Steering Group Meetings

The minutes of the Steering Group meetings held on 5 January and 26 January 2016 were received for information.

141.3 CEC Event – Friday, 4 March 2016 – Macclesfield Town Hall 10.00 am – 4.30 pm

Cheshire East Council had invited up to three representatives to attend this event. Councillor Theobald and Mr P Cullen, on behalf of the Steering Group, had agreed to attend.

The Parish Council declined to nominate an additional parish councillor.

142 'MEET AND GREET' – 13 MARCH 2016

Councillor Docker was unable to attend this evening's meeting, but had met with parish councillors who would be assisting on the day of the 'Meet and Greet' which Members agreed should be re-named 'Community Cakes'.

The Parish Council was informed of the arrangements and Members participating in the event were given authority to spend up to £100 on refreshments, stationery and advertising banners.

RESOLVED: That Members participating in the 'Community Cakes' event to be held on 13 March 2016 be authorised to spend up to £100 for the purchase of refreshments, stationery and advertising banners.

143 PARISH NEWSLETTER

A revised Parish Newsletter was tabled at the meeting. It was agreed that 200 copies of the newsletter be made available for collection from Johnsons by Councillors E Boughey, M Docker and J Hillman to hand-deliver to the Stapeley Gardens estate. The Leaflet Team would be informed to remove 'Stapeley Gardens' from its delivery schedule on this occasion.

144 PLANNING MATTERS

144.1 Housing and Planning Bill

The Clerk had written to Edward Timpson MP about the Housing and Planning Bill (Minute No. 97). Mr Timpson forwarded this letter to Brandon Lewis MP (Minister of State for Housing and Planning); Mr Lewis's response was now submitted.

144.2 Planning Applications

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

- 16/0320N The Round House, London Road, Stapeley CW5 7JN
Demolition of existing main house to be replaced with new two-storey dwelling (with a third storey within the roof).
Application included a refurbished pool house along with a new three-car garage all with connecting glazed links. In addition to the above, a new annexe was proposed, along with associated external works.
- 16/0430N Land between 65 and 81 London Road, Stapeley
Reserved matters application seeking approval of appearance, layout and scale of the dwellings together with landscaping – 14/5879N
Outline application for development of four detached dwellings (re-submission of 14/1139N)
- 16/0381N Manor Bank Barn, Old Newcastle Road, Willaston, CW5 7BQ
Proposed rear extension to existing dwelling and proposed side extension to existing detached garage.
Change of use of adjacent land to residential use
- 16/0580N 25 London Road, Stapeley, CW5 7JL
Proposed demolition of existing conservatory and proposed
Erection of rear extension to existing dwelling.
- 16/0734N Manor House Farm, Old Newcastle Road, Willaston, CW5 7BQ
Extension to existing dwelling.

RESOLVED: That no objections be raised in respect of planning applications Nos. 16/0320N, 16/0430N, 1/0381N, 16/0580N and 16/0734N.

- 16/0581N 72 Broad Lane, Stapeley, CW5 7QL
New dwelling to the side of 72 Broad Lane

RESOLVED: That the following observations be submitted to Cheshire East Council in respect of planning application No. 16/0581N.

- The Housing Needs Assessment (HNA) prepared as part of the Neighbourhood Plan process indicated that the parish did not need houses of this type.
- The HNA indicated that small starter homes were required.
- Parking was inadequate for the proposed dwelling.
- The whole development was not in keeping with the emerging Neighbourhood Plan.
- There was an issue of ownership of the land for access. It was understood that the verge area was retained by Stapeley Broad Lane Academy.

145 AUTOMATED EXTERNAL DEFIBRILLATOR - LOCATION

Subsequent to issue of the agenda, Marston's Breweries had agreed that the automated external defibrillator (AED) could be fixed to the outside wall of the Cronkinson Farm public house.

NW Ambulance Trust had been informed

146 COMMUNITY HALL

146.1 Shelter for Location on Open Area adjacent to Community Hall

The Parish Council had allocated £8,000 in its budget for 2016-2017 for the provision of a shelter to be located adjacent to the multi-use games area (MUGA).

Members were invited to suggest an appropriate design of outside shelter to enable the Clerk to seek quotations. In the meantime, the Clerk had contacted CEC seeking permission for it to be located adjacent to the MUGA which was open-space. She was due to meet with Planning Officers during March.

Members suggested a number of styles, and following an on-line search at the meeting, agreed that circular seating with an umbrella would be the most appropriate style.

The Clerk would seek quotations in due course.

146.2 Replacement Guttering Around Community Hall

The Parish Council was invited to consider what type of guttering should be installed around the community hall to enable the Clerk to seek quotations.

Members agreed that there was no requirement for guttering which was more robust than that previously installed. As the area was now fenced, the risk of replacement guttering being damaged or removed had reduced.

147 CHESHIRE EAST BOROUGH COUNCILLORS

There were no Borough Councillors in attendance.

148 DATE OF NEXT MEETING

21 March 2016

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.20 pm