

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 16 JULY 2018 IN STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY,
NANTWICH**

PRESENT:	Councillor M Theobald	Chairman
	Councillor E Boughey	Councillor J Davenport
	Councillor S Gwinn-Freemantle	Councillor G Gwinn
	Councillor J Putt	
IN ATTENDANCE:	Borough Councillor A Martin	Cheshire East Council
APOLOGIES:	Councillors M Docker, P Groves, J Hillman and K Nord	

40 DECLARATIONS 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.

41 MINUTES – 18 JUNE 2018

RESOLVED: That the Minutes of the Meeting held on 18 June 2018 be approved as a correct record subject to the following amendment:

**Minute No. 27 –Neighbourhood Plan Delivery and Implementation Group
Terms of Reference**

Paragraph 4 – second paragraph

To read '*The Group shall work in conjunction with appropriate partners*'.

42 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Orders, members of the public were able to ask questions or address the Parish Council in respect of any item on the agenda, or any matter relevant to the Parish Council's business and the local area.

There were no members of the public in attendance.

43 FINANCIAL MATTERS

43.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£243.90	HMRC	Tax on Clerk's salary and employer's NI (£201.60 tax and £42.30 employer's NI cont.)
£468.00	Crystal Clean	Cleaning of the Community Hall (£390.00 net and £78.00 VAT)
£20.00	Target Window Cleaning	Community hall window cleaning - £20.00 per month for inside and outside cleaning.
£139.00	The Leaflet Team	Delivery of parish newsletter
£468.02	Water Plus	Water supplies at Community Hall
£92.36	Scottish Power	Unmetered electricity for street lighting (£87.96 net and £4.40 VAT)

There was only one signatory present at the meeting. For this reason, the Clerk would also sign the cheques.

43.2 Bank Mandate – Clerk’s Salary

Although the Parish Council approved a change in the bank mandate on 19 February 2018, the letter to the bank appeared to have ‘gone astray’. The change related to the new salary for the Clerk, with effect from 1 April 2018. The Clerk had prepared another letter and two signatories were required to sign it.

There was only one signatory present at the meeting. The letter would be signed at the September meeting. Changes were noted as follows:

From: £762.33
To: £806.83

Payable on the 28th of each month, effective 1 April 2018.

43.3 Receipts and Payments Statement – 1 April – 30 June 2018

The Parish Council received an indicative Receipts and Payments statement for the period to 30 June 2018. Unfortunately, the bank statements received only covered the period to 12 June 2018 and the statement was, therefore, for the period to that date.

Arising out of discussion, the Clerk was asked to explore the possibility of Internet Banking.

44 PLANNING APPLICATIONS

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

18/3065N Maylands Farm, Broad Lane, CW5 7QL
Retrospective application for workshop.

Deadline date for observations: 25 July 2018

RESOLVED: That the following observations be made on planning application No. 18/3065N.

- Materials are inappropriate visually, and this has a negative impact as there are surrounding low hedges and the building can be seen for a significant distance.
- The development is in open countryside.
- The design is poor and conflicts with policies H4.1 and GS.1 of the Neighbourhood Plan.

If the Borough Council was minded to approve the application, the Parish Council requested that it be conditioned to prevent its use for other than agricultural purposes.

18/3277N Firbank House, London Road, CW5 7JW
Proposed new five-bedroom house

Deadline date for observations: 1 August 2018

RESOLVED: That the following observations be made on planning application No. 18/3277N.

- The proposal conflicts with the following policies in the Neighbourhood Plan – Policies H1 (Infill); H2 (Housing to meet local need); H4 (Design requirements); and H5 (Outside settlement boundary).
- The access shows poor visibility.

18/3270N The Pig Farm, Wybunbury Lane, Wybunbury, CW5 7HH
Replacement of existing agricultural building and associated hardstanding

Deadline date for observations: 1 August 2018

RESOLVED: That no observations be made in respect of planning application No. 18/3270N.

45 BOLLARDS – LONDON ROAD/NEWCASTLE ROAD

Cheshire East Council was proposing the installation of bollards at the cul-de-sac end of London Road to prevent vehicles from crossing the grass verge as a route onto the main London Road towards Nantwich.

A copy of the e-mail from the CEC Engineer was submitted together with a copy of the plan.

RESOLVED: That the Parish Council support the introduction of bollards at the cul-de-sac end of London Road (A51) at locations 1 and 2 as identified on the CEC Engineer's plan.

46 LOCATION OF SEATS/BENCHES

The Parish Council had included a sum of £3,500 in its budget for 2018-2019 for the purchase of six wooden benches to be located throughout the parish.

Residents had been invited to suggest locations (via the newsletter) but none had been received.

Members suggested the following locations:

- Cul-de-sac end of London Road in close vicinity to the proposed new bollards.
- Stapeley Gardens, off London Road.
- Elwood Way/Peter de Stapleigh Way (Members would make a site visit to establish the precise location.)
- Broad Lane/First Dig Lane – in the vicinity of The White House.
- Second Dig Lane on the triangle at the junction with London Road (A51).

It was also suggested that appropriate plaques could be fixed to each seat.

RESOLVED: That the Clerk seek quotations for consideration at the next meeting; quotations to be sought on the basis of 'procure and install'.

47 PLANTERS FOR OUTSIDE COMMUNITY HALL

The Parish Council had allocated £1,500 in its budget for 2018-2019 for heavy duty planters to be located outside the community hall.

It was agreed that the Clerk to Nantwich Town Council be asked for a contact for 'Nantwich Britain-in-Bloom' who would be able to offer advice on the most suitable planters.

48 AUTOMATED EXTERNAL DEFIBRILLATOR (AED) – AT CRONKINSON FARM PUB

Problems continued to be experienced with the AED cabinet which was unable to be opened. North-West Ambulance Trust had provided an over-ride code which it was expected would allow access. Councillor Putt would report back on progress.

49 DATA PROTECTION ACT 2018

49.1 At the previous meeting, Members discussed the provision of dedicated e-mail addresses which could be set up to ensure security of personal data.

The Clerk was exploring the advantages of using Office 365 (business) e-mail addresses and had also contacted Andrew Shepherd who managed the Parish Council's website, to ask for his advice.

49.2 Insurance

The Clerk had contacted the Parish Council's insurers which had advised that there was no requirement for additional insurance to cover the requirements of the new Data Protection Act.

50 CONNECTED COMMUNITIES

At the extra-ordinary meeting, held on 9 July 2018, Members discussed the availability of the Community Hall for various activities associated with Connected Communities. The Clerk provided an up-dated list of community hall bookings to show vacant slots which could be used for a variety of activities if the Council was successful in its application.

51 FIBRE BROADBAND – EXCLUSION OF RURAL RESIDENTS AND BUSINESSES FROM ACCESS

It was reported that the Clerk and Chairman had not yet prepared proposed Terms of Reference for the Group/Committee which the Parish Council agreed at the last meeting should be established.

52 UPDATE ON CONSULTATION ON THE OPTION TO EXPAND STAPELEY BROAD LANE SCHOOL

The Parish Council received a letter from Cheshire East Council (dated 26 June 2018) informing the Parish Council that the school had agreed to commission a transport assessment through Cheshire East Highways. This was intended to provide detailed information regarding the impact of any expansion on the local environment and to suggest options which would mitigate any traffic or highway concerns.

It was also reported that there was a meeting of Cheshire East Council Officers on 9 August 2018 when further information might be available.

53 DATE OF NEXT MEETING

17 September 2018

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.35 pm