

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 19 MARCH 2018 IN STAPELEY COMMUNITY HALL, PEAR TREE FIELD,
STAPELEY, NANTWICH**

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

IN ATTENDANCE: Borough Councillor A Martin

APOLOGIES: Councillors J Davenport, P Groves and J Putt

147 DECLARATIONS OF INTEREST

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.

Councillor M Theobald declared a disclosable pecuniary interest (DPI) in planning application 18/1034N, 114 Broad Lane, Stapeley, CW5 7QW (Minute No. 151.1) on the basis that he was the applicant.

No other declarations were made.

148 MINUTES – 19 FEBRUARY 2018

RESOLVED: That the Minutes of the meeting held on 19 February 2018 be approved as a correct record.

149 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.

150 FINANCIAL MATTERS

150.1 Authorisation of Payments

RESOLVED: That the following payments be authorised.

| | | |
|---------|--|--|
| £228.26 | HMRC | Tax on Clerk's salary and employer's NI (£190.60 tax and £37.66 employer's NI cont.) |
| £66.55 | Jeremy Gibbs | Reimbursement for purchase of additional litter-pickers for the Stapeley Litter Group. (£55.45 net and £11.10 VAT) |
| £474.00 | Crystal Clean | Cleaning of the Community Hall – January 2018 (£395.00 net and £79.00 VAT) |
| £873.00 | Cheshire Association of Local Councils | Cheshire Association of Local Councils – Affiliation fee 2018-2019. |
| £55.50 | C M Jones | Reimbursement for purchase of office keys and plant room keys, community hall (from Holdfast) (£46.25 net and £9.25 VAT) |
| £229.20 | C M Jones | Travel expenses for the period 1 January 2016 – 31 March 2018. The last claim had been made in December 2015. |

150.2 Payments Made Subsequent to February Meeting

It was reported that the following payments had been made after the February meeting, each of which had previously been authorised.

| | | |
|-----------|---------------------------|--|
| £930.00 | Built to Last | Joinery work in the male toilets to provide shelving for hall users. |
| £2,250.00 | DSW Painting & Decorating | Second half of payment – decoration of community hall. (£1,875.00 net and £375.00 VAT) |

150.3 Receipts and Payments – 1 April 2017 – 31 December 2017

The Parish Council received a Receipts and Payments statement for the period 1 April to 31 December 2017.

The statement had been submitted to the previous meeting, but the Clerk had reported that there were accounting errors resulting in a non-balance of the accounts of £60.34. On the statement now presented there was a remaining imbalance of £0.34.

RESOLVED: That the receipts and payments statement for the period 1 April 2017 – 31 December 2017 be received.

151 PLANNING MATTERS

151.1 Planning Applications

The Parish Council was invited to comment on the following planning application:

18/1034N 114 Broad Lane, Stapeley, CW5 7QW
Proposed two-storey rear extension with re-instated and extended conservatory

RESOLVED: That no observations be made in respect of planning application No. 18/1034N.

(Note: Having declared a DPI in this item, Councillor M Theobald withdrew from the meeting during discussion and voting on the application. Councillor J Hillman assumed the chair for discussion of the item. Councillor Theobald resumed the chair on his return to the meeting.)

151.2 Neighbourhood Plan Delivery and Implementation Group

It was agreed that at the Annual Meeting of the Parish Council, draft Terms of Reference for this Group be considered, and appointments made at that time.

152 BOROUGH COUNCILLORS' REPORTS

Councillor Martin reported on Cheshire East Council matters, including an increase in Council Tax which was principally attributed to the rise in social care costs.

153 'THE GREAT GET TOGETHER' – 22-24 JUNE 2018

The Parish Council considered suggestions by the Civic Pride Working Group for an event to coincide with the national 'Great Get Together' set up after the late Jo Cox's death.

There was a wide-ranging discussion during which the following suggestions were considered:

- Afternoon Tea on Sunday, 24 June. Comment was made that this would be unlikely to engage with younger people.

- Invite local musicians/bands to attend and play.
Councillor Gwinn undertook to speak with teaching staff at Brine Leas School to encourage the school to become involved in the event.
- Invite local groups to have a stall/table provided they set up their own stalls and cleared away afterwards.
- Possibility of fund-raising for NW Air Ambulance and Cystic Fibrosis (Elle Morris supported charity and of relevance locally).
- Event to be held in the community hall, and possibly utilising the grassed area at the rear.
- The Clerk undertook to book the community hall for the whole of Sunday, 24 June 2018.
- Catering to be provided.
- Publicity would be via the parish newsletter and social media to gauge local interest.
- A plan of action would be required –
 - Contacting the two charities
 - Identifying people who would help before the event and on the day.
 - Link up the event with 'The Great Get Together'.

RESOLVED: (a) That an ad-hoc working group, comprising as many Members as were able to participate, be set up to consider the details of a community event to be held on Sunday, 24 June 2018;

(b) That the working group meet on the evening of Tuesday, 27 March 2018 in the meeting room at The Leopard¹ to discuss the details of the event, including its name;

(c) That the event be funded by the Parish Council; and

(d) That, following discussion by the group, an article be included in the newsletter.

(Note: Borough Councillor A Martin withdrew from the meeting at this point in the proceedings.)

154 PARISH NEWSLETTER

A first draft of the parish newsletter was submitted. The following additions were agreed:

- Photographs of councillors to be included against their contact details.
- Add a map to the bus timetable item.

It was agreed that the newsletter be distributed after Easter.

155 CLERK'S INFORMATION REPORT

The following information was submitted.

- Town and Parish Councils Conference - 20 February 2018

Under separate cover, Councillor Mike Docker had sent a note of the Town and Parish Councils Conference held on 20 February 2018.

- New Code of Conduct 2017

At the Conference, it had been reported that Cheshire East Council had adopted a new Code of Conduct and this would be rolled-out to town and parish councils by the Cheshire Association of Local Councils (ChALC) in due course.

¹ Subsequently changed to Stapeley House

- Stapeley Parish Action Group (SPAG) Accounts

The SPAG accounts for the financial year ended 31 March 2017 were received.

- Minutes of a Meeting of Stapeley Parish Action Group

The minutes of a meeting of Stapeley Parish Action Group held on 27 November 2017 were received.

156 DATE OF NEXT MEETING

16 APRIL 2018

Draft

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.50 pm