

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 16 NOVEMBER 2015 AT STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY**

PRESENT:	Councillor M Theobald	In the Chair
	Councillor J Davenport Councillor S Clough Councillor M Docker Councillor J Hillman Councillor M Malbon Councillor K Nord Councillor M Theobald	
IN ATTENDANCE:	Elizabeth Boughey	Candidate for co-option
APOLOGIES:	Councillor S Gwinn-Freemantle	

91 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.

92 MINUTES – 19 OCTOBER 2015

RESOLVED: That the Minutes of the Meeting held on 19 October 2015 be approved as a correct record and signed by the Chairman.

93 PUBLIC QUESTION TIME

There were no questions from the member of the public.

94 CO-OPTION

Members recalled that there had been seven candidates for 10 seats at the elections held on 7 May 2015. Following that, two Members were co-opted at later meetings (Peter Groves and Keith Nord). There was one remaining seat on the Parish Council.

The vacancy had been advertised on the website since June 2015. One candidate had come forward, namely, Elizabeth Boughey who was now in attendance.

Ms Boughey briefly outlined her reasons for wishing to become a parish councillor, following which it was –

RESOLVED: That Elizabeth Boughey be co-opted onto the Parish Council.

Note: Ms Boughey signed a Declaration of Acceptance of Office.

95 POLICE MATTERS

There were no Police Officers in attendance.

(Note: Councillor J Davenport arrived at this point in the proceedings.)

96 COMMUNITY HALL

96.1 Perimeter Fencing: Rescission of Decision

The Parish Council was invited to consider a Rescission of Decision Notice submitted by Councillors Mike Docker, Shaun Clough and Matthew Theobald in accordance with Standing Order No. 10.

The decision proposed for rescission was Minute No. 90 (19 October 2015). The purpose of the motion was to allow Members to re-debate the matter. The Members who submitted the motion were of the view that the palisade fencing would not be aesthetically-pleasing and was inappropriate for the community hall.

RESOLVED: That the decision recorded under Minute No. 90 (19 October 2015) be rescinded.

(Note: Councillor P Groves arrived at this point in the proceedings.)

96.2 Perimeter Fencing (see also Minute No. 98 below)

Members considered all the Clerk's report and the background documents which had informed the Parish Council's decision that the whole compound area of the community hall should be fenced.

The following options were available:

- Decline to install perimeter fencing around the community hall;
- Agree to install perimeter fencing, but select an alternative to palisade fencing;
- Consider alternative measures for providing security at the hall;
- Reinstate the decision made on 19 October 2015.

At this point in the proceedings, it was agreed that the vote on the item be deferred to allow agenda item 14 (Cheshire East Borough Councillors) to be brought forward.

Councillor Peter Groves wished to report under this item, but now needed to leave the meeting owing to other commitments.

97 BOROUGH COUNCILLOR'S REPORT

Borough Councillor Peter Groves reported on various Cheshire East Council matters of interest, including the resumption of the Local Plan process. It was expected that the Local Plan would be adopted towards the end of Summer 2016.

Councillor Groves took the opportunity to provide information in respect of agenda item 11.3 (CEC Initiative to 'Fast-Track' Large-Scale Planning Applications). This was a process by which the Borough Council would, for a fee, provide a 'fast-track' procedure at pre-application stage for large-scale planning applications (for over 500 homes).

Reference was made to the new Housing and Planning Bill 2015. Councillor Groves suggested that if the Parish Council was concerned about the proposals in the Bill, it should write to Edward Timpson MP. The legislation proposed the introduction of a 'permission in principle' for land allocated for development in a qualifying document, which included the Local Plan. Members were concerned that these proposals would be detrimental to this area as there would be no opportunity for consultation at a local level.

(Note: Councillors S Clough and P Groves withdrew from the meeting at this point in the proceedings.)

RESOLVED: That a letter be issued to Edward Timpson MP setting out the Parish Council's concerns about the new Housing and Planning Bill.

98 PERIMETER FENCING – COMMUNITY HALL

Members resumed discussion which had been suspended under Minute No. 96.2 above.

RESOLVED: (a) That fencing be installed at the community hall to comprise:

- Palisade fencing on two sides of the building, namely at the rear of the hall and around the side closest to Pear Tree Field; and

- Mesh fencing (of a type to be agreed) for the remainder of the curtilage of the community hall;

(b) That photographs of different types of fencing, together with a schematic for each, be provided;

(c) That both types of fencing be finished in powder-coated green; and

(d) That, as a means of consultation with residents, an article be included in the next newsletter to inform residents that fencing was to be installed.

99 COMMUNITY HALL – UNAUTHORISED PARKING

It was reported that on Friday, 23 October, candidates who were attending an event held in Pear Tree School parked their cars in the community hall car park.

The regular Friday morning user whose clients were parents with very young infants could not park on the community hall car park as it was filled to capacity by cars belonging to delegates who were attending the Pear Tree School event. The incident caused great inconvenience to the user and her clients and as a goodwill gesture, she was given free use of the hall on this occasion.

100 USE OF COMMUNITY HALL FOR SUNDAY WORSHIP

It was reported that the Clerk was still in negotiation with the user who wished to hire the hall for Sunday worship.

101 CLERK'S REPORT

The Clerk's report was received and noted and included Councillor M Docker's report of a recent Police Cluster meeting.

102 FINANCIAL MATTERS

102.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£207.10	HMRC	Tax on Clerk's salary (£177.80 plus £29.30 employer's NI contribution)
£88.00	Mike Brookes	Installation of the 'Community Hall' sign.
£677.74	TWM Traffic Control	Repair and replacement of part in unit opposite 10 Broad Lane, Stapeley (£564.78 net plus £112.96 VAT)
£1,800.00	TWM Traffic Control	Movement of speed units around the parish @ £125.00 per movement every three weeks. (£1,500 net plus £300 VAT)
£25.00	ChALC (Attendance at Planning Seminar 20 Oct 2015)	Although payment of £25.00 had been authorised at the October meeting, this was for one place only. Two places were booked, but there were no councillors available and ChALC's policy was that 48 hours' notice must be given for any cancellations. Moreover, places were limited and potential attendees were refused a place as the event had been fully subscribed.
£382.50	Crystal Clean Ltd	Cleaning of the community hall and opening/closing for private parties.

As agreed at the previous meeting, the invoice was for work carried out from 1 November to 15 November inclusive.

102.2 Groundwork UK Funding

Members were reminded that a sum of £7,850 had been awarded to the Parish Council by Groundwork UK to fund aspects of the Neighbourhood Plan process. A condition of the grant was that it must be spent within six months of it being awarded, or at the end of the financial year, whichever was the soonest. The grant funding would come to an end on 14 December 2015 and unspent funds at that date must be returned to Groundwork UK.

The Clerk estimated that approximately £750 would be able to be allocated against this funding up to 14 December. Funding for the planning consultant was being met by Cheshire Community Action at present but would cease at the end of November, following which the Parish Council would be required to fund his time at £345 per day, plus travelling expenses. The sum to be repaid to Groundwork UK, therefore, was in the order of £7,000.

The Clerk had been in contact with Groundwork UK to explore the possibility of submitting a 'grant variation request form' where, in exceptional circumstances, an extension period could be granted; however, even this would require the work identified in the grant application to be completed by 31 March 2015. The draft Plan was likely to be available January/February 2016 but given the various statutory consultation/publication periods, the work for which funding had been granted could not be completed within the current financial year. The Parish Council had been advised by Groundwork UK to submit a new application in the new financial year (commencing 1 April 2016).

A Member suggested that part of the unspent funds could be retained by seeking advance invoices for work not yet carried out and which could not be completed within the timeframe. The Clerk advised that this would be unethical. The grant had been made on the clear understanding that it was for work which had been carried out during the period from the date of the award of the grant to the end of the 6-months, or the financial year, whichever was sooner.

103 NEIGHBOURHOOD PLAN STEERING GROUP

Members received the Minutes of the Steering Group meeting held on 21 October 2015 and an update on the proceedings of the meeting held on 12 November 2015.

104 PLANNING

104.1 Planning Applications

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

15/4740N 12 Dunnilow Field, Stapeley CW5 7GX
Re-siting of garden wall and erection of new conservatory

15/4789N 17 Horton Way, Stapeley
Proposed 1.8 m high boundary wall

RESOLVED: That no objections be raised in respect of planning applications Nos. 15/4740N and 15/4789N.

15/4805N 3A Talbot Way, Stapeley CW5 7RR
Single-storey rear and side extension

This application bordered the Parish Council-owned land at Talbot Way.

RESOLVED: That the Clerk -

- (a) Notify Cheshire East Planning that the applicant (No. 15/4805N) had not contacted the Parish Council about the application and Members were concerned about boundary management issues; for example, the construction of the extension might necessitate contractors accessing the Parish Council's land; and

- (b) That the applicant be asked to make contact with the Clerk to discuss the application and any implications for the Parish Council.

**104.2 Cheshire East Local Plan Strategy (LPS) – Meeting 18 November 2015
5.00 pm – Westfields, Sandbach**

The Parish Council, along with Nantwich Town Council and Acton Parish Council, had been invited to nominate two parish councillors to attend a meeting on 18 November 2015. The invitation letter was issued to Members on 27 October 2015.

RESOLVED: That Councillors J Davenport and M Malbon represent the Parish Council at the LPS meeting to be held on 18 November 2015.

105 CHESHIRE EAST TOWN AND PARISH COUNCILS CONFERENCE

The Parish Council was invited to nominate two councillors to attend the next town and parish council conference (Thursday, 10 December 2015).

RESOLVED: That Councillors M Docker and J Hillman represent the Parish Council at the Town and Parish Councils Conference on 10 December 2015.

106 CONSULTATION

The following documents have been issued under separate cover and were for consultation purposes. They would both be added to the agenda for the December meeting.

- **Cheshire East Council Pre-Budget Report (2016-2017)**

Cheshire East Council has published its pre-budget report for 2016-2017, with a foreword by Councillor Peter Groves, Portfolio Holder for Finance and Assets. Feedback from Town and Parish Councils was invited by Monday, 15 February 2016.

- **Cheshire Fire Authority: Consultation on its draft Integrated Risk Management Plan**

The Fire Authority was consulting on its draft Integrated Risk Management Plan. Consultation was open until 28 December 2015.

107 DATE OF NEXT MEETING

14 December 2015

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.55 pm