

**MINUTES OF THE A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 17 JULY 2017 IN STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY**

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

APOLOGIES: Councillors M Docker, J Davenport and P Groves

42 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.

43 MINUTES – 19 JUNE 2017

43.1 RESOLVED: That the Minutes of the meeting held on 19 June 2017 be approved as a correct record.

43.2 Complaints Committee (Minute No. 27.2)

Councillor Keith Nord confirmed acceptance of his re-appointment to the Complaints Committee¹.

44 PUBLIC QUESTION TIME

There were no members of the public in attendance.

45 PARISH COUNCILLORS SURGERY – 2 JULY 2017

There had been a poor turnout at the surgery; however, Members agreed that another event should be held in October, to coincide with Local Democracy Week. This would also be an opportunity to update residents on the status of the Neighbourhood Plan.

46 CCTV – COMMUNITY HALL

Following the visit by the Vice-Chairman of Handforth Parish Council in June, Members were now invited to consider how to make progress.

The Clerk's report was considered. This set out various options as described by the CEC CCTV Manager. One option was 'stand-alone' with the Parish Council making its own arrangements; the second option was to link in to the Cheshire East Council system, but this would have significant financial implications.

There was a wide-ranging discussion about the requirements and potential concerns, following which it was **RESOLVED THAT:**

- A small working group be established, comprising Councillors E Boughey, S Gwinn-Freemantle, J Hillman, M Malbon and K Nord.
- The Group's role would be to prepare a basic specification which could be issued to companies with appropriate credentials.

¹ Councillor Nord was not present at this point in the proceedings. The matter was reported later in the meeting, but has been included here for ease of reference.

- The Group would hold a meeting on the evening of 31 July 2017 in the Community Hall at 7.00 pm, and, if necessary, would arrange further meetings.
- At its meeting on 31 July, the Working Group would draw up the specification and issue it to the Clerk, together with the names of companies which would be invited to make a presentation to a special meeting of the Parish Council on 25 September 2017 (7.30 pm start). That meeting would be in private (Part II item) and each company would be given a twenty-minute timed slot to present proposals to the Council.
- It be noted that each company would need to make a site visit prior to 25 September and Councillors E Boughey and J Hillman volunteered to meet on-site with representatives from the companies to indicate the suggested area for coverage.

47 CASUAL VACANCY

It was reported that Shaun Clough had resigned as a parish councillor on 2 July. The vacancy was reported to Cheshire East Council on the 3 July and a notice placed in the notice-board and on the website.

Any request for an election must be made in writing within fourteen days and the notice must be signed by 10 registered electors. The deadline date for calling an election was 21 July. If no election was called, the Parish Council would be able to co-opt to the vacancy at its September meeting.

To ensure the widest pool of candidates, it was –

RESOLVED: That the vacancy be advertised in the notice-board, on the website and in the local newspaper.

48 COMMUNITY HALL – DECORATION

The Parish Council was asked to agree arrangements for decoration of the community hall. A specification had not yet been drawn up, but the following was agreed:

- Paint ceiling off-white.
- Paint walls with a durable vinyl matt finish.
- Rub-down skirtings and paint in gloss white finish.
- Cover floor during work to prevent damage/markings of floor.
- Architraves to be rubbed down and finished in gloss white finish.
- Make good on completion.

RESOLVED: (a) That the broad specification be approved as indicated;

(b) That the Clerk seek quotations for the decoration work at the community hall; and

(c) That Cheshire East Council be asked to conduct a survey to establish if the discolouration on the floor indicated any damp issues in the hall.

49 STREET LIGHTING IN THE PARISH

It was reported that Ian Darlington from the Cheshire East Highways Street Lighting Team, was on holiday. At the June meeting he had agreed to provide some initial costing information about replacement street lighting.

This matter would be scheduled for discussion in September.

50 FINANCIAL MATTERS

50.1 Authorisation of Payments

RESOLVED: That the following payments be approved:

£228.26	HMRC	Tax on Clerk's salary and employer's NI contribution. (June) (£190.60 tax and £37.66 employer's NI)
£995.00	Crystal Clean	Cleaning of community hall – June and July
£1,892.76	A Shepherd	Renewal of domain: £179.99: Two years from 25 May 2017 Hosting: £227.77: Two years from 29 June 2017 Administration £1,485.00 (Two years from 29 June 2017)

50.2 Budget Monitoring (2017-2018) – Position at 30 June 2017

The Parish Council received and noted a Receipts and Payments Statement showing the position at 30 June 2017 together with a budget monitoring statement showing (a) the position at 30 June; (b) revised estimates to 31 March 2018; and (c) anticipated balance on 1 April 2018.

51 PLANNING MATTERS

51.1 Planning Applications

Comments were invited on the following planning applications:

17/3255N The Gables, 58 London Road, Stapeley, CW5 7JL
Proposed extension to existing two-storey residential annexe.

RESOLVED: That no observations be made on planning application No. 17/3255N.

17/3154N 66 Clonners Field, Stapeley, CW5 7GP
Proposed single-storey side extension

RESOLVED: That no observations be made on planning application No. 17/3154N.

173284N 84 Broad Lane, Stapeley, CW5 7QL
Proposed new dwelling in side garden

RESOLVED: That the following observations be made on planning application No. 17/3284N.

- The majority of the rear garden is open countryside and there should, therefore, be no development on the plot and this is in accordance with the Crewe and Nantwich Replacement Local Plan 2011 (this was in force at the time the Parish Council considered the application).
- The Parish Council understands that the former Cheshire County Council had designated this as open countryside.
- Were any conditions applied when the original opening was closed?
- Highway safety issues generally, and visibility.

51.2 Inspector's Final Report on the Examination of the Cheshire East Local Plan Strategy

It was reported that Cheshire East Council (CEC) had now received the Inspector's Report on the Examination of the Cheshire East Local Plan Strategy Development Plan Document, dated 20 June 2017. The Inspector had been appointed to carry out the independent examination under Section 20 of the Planning and Compulsory Purchase Act and this report contained his recommendations and the reasons for those recommendations. The following documents had now been published:

- Report on the Examination of the Cheshire East Local Plan Strategy Development Plan Document;
- Appendix 1: Inspector's Interim Views and Clarification;
- Appendix 2: Inspector's Further Interim Views; and

- Schedule of Main Modifications to the Cheshire East Local Plan Strategy Accompanying Inspector's Report.

These documents were available on the CEC website at www.cheshireeast.gov.uk/localplan and could also be inspected at the following locations:

- Westfields, Middlewich Road, Sandbach CW11 1HZ;
- Macclesfield Town Hall, Market Place, Macclesfield SK10 1EA; and
- Delamere House, Delamere Street, Crewe CW1 2JZ.

The examination of the Local Plan Strategy had now ended and CEC would consider a report on the adoption of the Local Plan Strategy.²

51.3 Willaston Neighbourhood Plan

Cheshire East Council had issued a notice that the Willaston Neighbourhood Plan is now available for consultation and comments were invited up to 26 July 2017. A copy of the notice is enclosed.

Members welcomed the contents.

51.4 Neighbourhood Plan

The Steering Group had received the names of potential Independent Examiners and had now selected one, in consultation with Andrew Thomson (NP Planning Specialist).

It was expected that the referendum would be held in October.

52 CHESHIRE EAST COUNCIL – SUPPORTED BUS-SERVICE REVIEW

Cheshire East Council was proposing changes to subsidised bus services as part of its budget plans, and comments were invited by 26 July 2017.

RESOLVED: That observations on the Supported Bus Service Review, as detailed by Councillor Mike Docker in his e-mail to Members on 20 June 2017, be supported.

53 DATA PROTECTION POLICY

The Parish Council considered a draft Data Protection Policy at its June meeting and agreed that the Clerk should be added as the Data Controller and the policy be re-submitted to this meeting.

RESOLVED: That the Data Protection Policy be approved, subject to the following amendment:

Page 3 – Item 5 – Personal Data Held

Delete: The Council does not currently make a charge for requesting the information.
Insert: The Council may make a charge for request the information, and this will reflect the time involved in providing that information.

54 LOCAL DEMOCRACY WEEK (9-15 OCTOBER 2017)

Members were invited to consider arrangements for Local Democracy Week. As this was likely to be around the referendum date, Members agreed that the two could be linked together.

² Subsequent to this meeting, CEC Adopted the Local Plan.

55 SHARED ITEMS

Although 'shared items' did not feature as a standing agenda item, it had been included on this occasion as there was no meeting until September and Members were invited to share information or request items for the next agenda.

Agenda item: 18 September 2017 – Update on Local Plan – Event 25 July 2017.

56 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

57 GUTTERING – COMMUNITY HALL

At the meeting held in April 2017, the Parish Council was minded to approve one of the quotations, subject to receipt of further information about the materials to be used. That information was now submitted and comprised photographs of the guttering and a detailed specification.

The Parish Council was asked to confirm acceptance of the quotation.

RESOLVED: That the quotation submitted by Engie Limited, in the sum of £1,348.20, excluding VAT, be accepted, for the following:

- 170 mm wide, 110 mm deep by 4 m length of PVC black deep style gutter. (*The deep style range offered an increased drainage capacity for commercial developments, factories, farm buildings and apartments. Strong and durable, the 170 mm system was a heavy-duty gutter, manufactured from UV resistant PVC which had been fully tested to BS EN 1462 class H and was covered by a 10-year manufacturer's warranty. The rainwater system incorporated the new factory-fitted clip and seal system easing the installation process and providing long-term sealing reliability.*)

58 DATE OF NEXT MEETING

18 SEPTEMBER 2017

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.10 pm