

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 18 JANUARY 2021**

**(THE MEETING WAS HELD VIA VIDEO-LINK IN ACCORDANCE WITH
REGULATIONS INTRODUCED UNDER REGULATION 78 OF THE CORONAVIRUS ACT 2020)**

PRESENT:	Councillor M Theobald	Chairman
	Councillor M Docker	
	Councillor J Davenport	
	Councillor S Ford	
	Councillor P Groves	
	Councillor J Hillman	
	Councillor K Nord	
IN ATTENDANCE:	Borough Councillor A Martin	
	PC Marc Harley	Cheshire Police
	Five candidates for co-option	
ABSENT:	Councillor G Gwinn	

254 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.

No declarations were made.

255 MINUTES – 21 DECEMBER 2020

RESOLVED: That the Minutes of the meeting held on 21 December 2020 be approved as a correct record subject to the following amendment:

- Delete Councillor John Davenport's name from the list of those present.

256 PUBLIC QUESTION TIME

Members of the public were able to ask a question of the Parish Council or make a statement.

There were no members of the public in attendance.

257 POLICE MATTERS

PC Marc Harley was in attendance and reported that he would be covering PCSO Alexis Barrington's temporary absence from work. He planned to attend each monthly meeting of the Council, duties permitting.

He took the opportunity to ask the Parish Council to consider allowing the Community Hall to be opened to allow the Police to use the office as a base in Stapeley, which would avoid them being required to use Nantwich Police Station. There would be no intention to allow members of the public access to the hall.

258 COMMUNITY HALL – MONTHLY REVIEW

The Parish Council reviewed the situation in respect of the re-opening of the Community Hall for the regular clients.

The Clerk reported that she had accepted a booking from Cheshire East Council for the Police and Crime Commissioner elections to be held on 6 May 2021.

In view of PC Harley's comments in Minute No. 257 above, the Parish Council considered re-opening the hall for use by Police Officers only.

RESOLVED: (a) That PC Harley be asked to write formally to the Parish Council to explain the details of how the Police would manage the risk of Covid-19 if the Community Hall were to be made available for use by Police Officers only;

(b) That, to avoid delay, PC Harley's request be considered at an extraordinary Parish Council meeting to be held on a date yet to be agreed;

(c) That, in principle, the Parish Council agree to the Community Hall being made available for use by Police Officers only, subject to approval of Covid-19 risk management arrangements; and

(d) That, other than the proposals in (a) to (c), the Community Hall remain closed for the time being.

(Note: PC Harley withdrew from the meeting at this point in the proceedings.)

259 CO-OPTION TO THE PARISH COUNCIL

There were five candidates who had put themselves forward for co-option and each was in attendance.

Each candidate, in turn, made a brief statement to the Council to explain their reasons for wishing to become a parish councillor, following which Members were able to ask them questions.

RESOLVED: That in accordance with paragraph 11 (i) of the Parish Council's Standing Orders, a secret ballot be held.

Note: As the meeting was being held remotely, all candidates were moved to the waiting room, whilst Members cast their votes.

After the vote was taken, candidates were re-admitted to the meeting to be informed of the result.

RESOLVED: That Jeremy Gibbs and Andrea Jacobs be co-opted onto the Parish Council, with immediate effect.

Note: Each of the co-opted candidates signed their Declaration of Acceptance of Office, as was required under the Regulations and they presented their signed declarations to the camera to show that in accordance with the Regulations, these had been signed in the presence of the Parish Council.

260 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 21 DECEMBER 2020

• Bench at Second Dig Lane/A51 London Road

Following enquiries, Councillor Peter Groves had established that Cheshire East Highways was responsible for the triangle of land at the junction of Second Dig Lane with London Road (A51). It would, therefore, be important to ensure that CE Highways carried out regular maintenance.

• Gas Consumption – Community Hall

There was no further information from Cheshire East Council.

261 COMPLAINTS COMMITTEE

It was reported that a complaint had been received in respect of a decision made by the Parish Council.

The Council was asked to set up a Complaints Committee comprising a minimum of three Members and to agree a date for a meeting of the Committee to consider the complaint.

RESOLVED: (a) That a Complaints Committee be established comprising five parish councillors;

(b) That Councillors Matthew Theobald, Jo Hillman, Jeremy Gibbs, Peter Groves and Andrea Jacobs be appointed to the Committee with Councillor Davenport as substitute for Councillor Groves; and

(c) That the Committee meeting be held on Monday, 8 February 2021 at 7.00 pm, subject to the complainant's availability.

262 WEBSITE – MONTHLY REVIEW

The Website Group reported on its recent meeting and provided a detailed list of proposed changes to the website. The next stage for the Group was to create/amend pages on the website to ensure that the content was accessible in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

The Clerk had provided a list of items which she had intended to send to the Website Manager; unfortunately owing to her lack of electricity and Internet provision in recent weeks, she had not yet been able to do this. The items were as follows:

- Updated list of Members and contact details. The two new councillors would be added to the list.
- Telephone number for Pear Tree Primary School (01270 906120).
- Email address admin@peartree.cheshire.sch.uk (Headteacher: Mrs B Edleston)
- Annual reports. The last Annual Report prepared by the Clerk was 2015-2016 and was on the website. This should be prepared each year and submitted to the Annual Parish meeting. The preparation of an Annual Report must recommence for the year 2020-21
- Parish Council's role in planning.
- Information about the parish (to be extracted from the Neighbourhood Plan).

263 INFORMATION ITEM

It was reported that a resident, who had previously reported gully blockages on Wybunbury Lane, had sent another email to ask about progress. The Clerk had advised the resident that, partly owing to the pandemic, it was not possible for CE Highways to deal with this at the present time as priority was being given to the flooding of homes and businesses.

Members were reminded that it had previously been reported that two residents had been moved out of their home while flooding issues were resolved. The last report had been presented to the December 2020 meeting.

A copy of the resident's report was enclosed for information.

Councillor Peter Groves provided an update for Members. He had now contacted the CE Area Highways Manager to request that a gully-jetting machine be sent to the area to try to resolve the issue.

264 REPORT OF BOROUGH COUNCILLORS

Councillors Peter Groves and Andrew Martin reported on the following matters:

- Cheshire East Council (CEC) was considering the introduction of 20 mph restrictions throughout the borough.
- A sum of £1.26m was expected from the Department for Transport (DfT) which would be of benefit to rural areas comprising Wrenbury, Bunbury, Audlem and Nantwich. Councillor Groves had asked for clarification.
- Hedging outside the Co-op Store on Peter de Stapleigh Way required cutting back.

- 59 Talbot Way (Application 20/4066N). Although the Parish Council had objected to this application at its extra-ordinary meeting held on 8 December 2020, Cheshire East Council had approved the application.
- Cheshire East Council was due to give consideration to the parish boundary review, in the not-too-distant future. The Working Group would be making recommendations to the Constitution Committee and the Parish Council would be consulted on the proposals.

265 FINANCIAL MATTERS

RESOLVED: That the following payments be approved:

£280.00	Mike Brookes Fencing Repair of the fencing at the Conservation Area.
£493.20	Crystal Clean South Cheshire Ltd. Crystal Clean had settled each invoice to avoid a delay in payment, especially as these were small contractors. A N Nuttall, plumber - £85.00 – boiler servicing, and £250.00 for repair to guttering and fencing around the hall)); (£60.00 – ASB Electrical) the portable appliance testing carried out. Total VAT £82.20.

266 PLANNING

There were no planning applications for consultation.

267 CHESHIRE EAST COUNCIL CONSULTATIONS

267.1 Local Transport Delivery Plans 267.2 Car Parking Survey

The Parish Council was invited to comment on these two consultation documents. The link to the consultations could be found at -
https://www.cheshireeast.gov.uk/council_and_democracy/council_information/consultations/local-transport-and-car-parking-engagement-2020.aspx

Although the Parish Council did not comment on these documents. Members were encouraged to review the documents and make comments as individuals.

Comments for both consultations were requested by 31 January 2021.

268 PROCUREMENT STRATEGY

At the meeting held on 21 December 2020, Members discussed the need for a Procurement Strategy. Subsequent to that, Councillor Hillman had carried out some research and issued her report to Members. The Clerk had made some annotations to the report, which was now submitted.

The Parish Council considered the document and made various suggestions which could be incorporated into a revised document.

The Clerk undertook to revise the document and issue it to Members prior to the next meeting, inviting comments, following which a further revised document would be submitted as the basis for discussion at the February 2021 meeting.

Arising out of discussion, it was acknowledged that the current Financial Regulations did not include some provisions in respect of contracts. The Clerk undertook to provide the most up-to-date version for the next meeting.

269 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 items owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

270 COMMUNITY HALL – INSPECTION OF MAIN WIRING

(Reason for exclusion: Identification of an individual)

It was reported that the electrician who was willing to quote for the wiring inspection at the Community Hall, had the following qualifications:

City & Guilds NVQ3 Electrotechnical
City & Guilds 2382 18th Edition Wiring Regulations City & Guilds 2391 test, inspect verification.

A copy of his insurance certificate was provided.

RESOLVED: That ASB Electrical be asked to submit a quotation to carry out testing of the wiring in the Community Hall.

271 RECOVERY OF DEBT – COMMUNITY HALL

(Reason for exclusion: Identification of an individual)

It was reported that Hall Smith Whittingham had advised that to engage a solicitor to pursue this debt (£336), as reported previously to the Parish Council, would cost more than the outstanding fees; however, the solicitor had advised that the Parish Council could pursue this debt in the small claims court.

Members were asked to consider if the debt should be pursued by this means. The fee would be £50 to lodge a claim between £300-500 and it was noted that there would also be a 5% interest charge.

RESOLVED: That the Clerk submit an online application under the small claims court scheme, for recovery of the debt of £336 from a previous client.

272 DATE OF NEXT MEETING

15 February 2021.

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.50 pm

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