

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 15 APRIL 2019 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 P Groves	Councillor J Hillman
	Councillor K Nord	
APOLOGIES:	Councillors J Davenport and S Ford	

141 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.

142 MINUTES

RESOLVED: That the minutes of the meeting held on 18 March 2019 be approved as a correct record and signed by the Chairman.

143 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Order No. 1, members of the public were able to submit a question, either in writing prior to the meeting, or orally at the meeting, or to make a statement.

There were no members of the public in attendance.

144 FINANCIAL MATTERS – AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be approved.

£243.90	HMRC	Tax on Clerk's salary and employer's NI (£190.60 tax and £37.66 employer's NI cont.)
£20.00	Target Windows	Window cleaning at community hall
£1,116.00	Crystal Clean South Cheshire	Cleaning community hall. (£930.00 net and £186.00 VAT)
£159.00	The Leaflet Team	Distribution of flyer for Open Day on 28 March 2019
£1,000.00	Nantwich Town Council	Allotments fees for 2019-2020 for Stapeley residents.

In approving the payment to The Leaflet Team, the Clerk was asked to contact Cheshire East Council for a refund of this sum as the Partnership Team had agreed to fund this.

145 PLANNING MATTERS

145.1 Planning Applications

There were no planning applications for consultation.

145.2 Planning Appeal

18/3277N – Firbank House, London Road, Stapeley CW5 7JW
Proposed new 5-bedroom house and vehicular access

It was reported that following refusal of planning permission, an appeal had been made to the Secretary of State in respect of this planning application. The appeal was to be dealt with by means of written representations with a site visit by an Inspector from the Planning Inspectorate.

The Parish Council had considered this application on 16 July 2018 and made the following observations:

- 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.

RESOLVED: That no additional representations be made in respect of planning application 18/3277N.

146 CONNECTED COMMUNITIES – OPEN DAY EVENT 28 MARCH 2019

Councillors Peter Groves, Georgina Gwinn and Sandy Gwinn-Freemantle reported back on the open day event on 28 March 2019 to launch the Connected Communities franchise.

Members discussed how the proposed five hours a week was to be allocated at the hall. Councillor Groves was aware that the Wishing Well Project was planning to make use of the hall. Carol Hill had indicated that her preference was for the five hours to be allocated on a Friday, but Councillor Groves would discuss further with Ms Hill and report back.

The Clerk reported that there were now two new clients for the hall: one was booked in on Wednesday evenings - 5.00–8.00 pm and the other on Friday evenings - 6.00–7.00 pm.

Members discussed ways of allocating the five hours each week. One possibility was to retain two blocks which would equal five hours, but no decision could be made until Ms Hill reported back to the Parish Council. It was acknowledged that on occasions, it might be necessary to cancel a regular booking (provided that eight weeks' notice was given in accordance with the hire agreement) to allow a community group to use the hall.

The Parish Council recorded its thanks to Councillor Sandy Gwinn-Freemantle and Councillor Georgina Gwinn who set up the hall on the evening before the event.

147 THE GREAT GET TOGETHER – SUNDAY, 23 JUNE 2019 – WORKING GROUP REPORT

The working group had been unable to meet to discuss arrangements for The Great Get Together on Sunday, 23 June 2019.

Members commented that the event held in 2018 had insufficient councillors present on the day, and as this was a labour-intensive event it should be cancelled unless all councillors could commit to being present on the day.

Following discussion, it was –

RESOLVED: (a) That 'The Great Get Together' on 23 June 2019 be cancelled;

(b) That an alternative event 'The Great Stapeley Get Together' be arranged for Sunday, 7 July 2019 in the Community Hall between 2.00 pm and 4.30 pm;

(c) That a budget of £500 be allocated to fund the event;

(d) That Councillors E Boughey, M Docker, P Groves (together with Carol Groves), G Gwinn, S Gwinn-Freemantle and M Theobald attend the event to serve refreshments to attendees and clear away at the conclusion of the event;

(e) That Councillors S Gwinn-Freemantle and G Gwinn be thanked for their offer to set up the hall the evening before; and

(f) That the working group contact former councillor John Putt to ask if he wished to become involved in this event.

135.2 Donation

At 'The Great Get Together' held in 2018, a sum of £60.00 was collected on the day, as a charitable donation from residents who attended. This sum was deposited in the Council's bank account. As the intent was for this to be payable to a charity, the Parish Council was now asked to authorise payment to a charity of its choice, unless the collection was made for a specific charity.

The Clerk reported that it was likely that the auditor would be critical of this donation as there was no 'paper-trail' to show how much was collected.

The Clerk had contacted CEC Licensing to enquire into collections for charity. The website offered guidance on house-to-house and street collections, for which a licence was required, but there was no guidance on collections for this type of event.

RESOLVED: That a donation of £60.00 be made to the Cystic Fibrosis Foundation.

148 ELECTIONS – 2 MAY 2019

The Statement of Persons Nominated had been published and issued to Members. The current position was that seven nominations were declared valid for Stapeley (Councillors Boughey, Docker, Ford, Gwinn, Gwinn-Freemantle, Hillman and Theobald) and one nomination for Batherton (Councillor Davenport).

There were, therefore, two vacancies. The Parish Council had a period of up to six months to co-opt to the vacancies.

As sitting Councillor Peter Groves was eligible for co-option only, the Parish Council may wish to co-opt him at the May meeting. Councillor Keith Nord had not submitted nomination papers but indicated that he too would be willing to be co-opted at the May meeting.

149 PARISH NEWSLETTER

The Parish Council was asked to agree articles for the next newsletter and a distribution date.

The following were agreed for inclusion.

- Chairman's message.
- Parish Council election results 2 May 2019
- 'The Great Stapeley Get Together'
- Neighbourhood Plan – one year on – 'What have we achieved?'
- Contact details for all councillors
- Walk Stapeley
- Details of the location of the benches.
- PC Alexis Barrington to be asked for a brief article and details of her Facebook page.
- Article 'Party in the Lane 4' – 15 June 2019 - annual event run by a resident on Wyburnury Lane in aid of Hope House and Air Ambulance. (This would be dependent on the distribution date for the newsletter).

150 DATE OF NEXT MEETING

20 May 2019¹

These are the Annual Meetings as follows:

7.15 pm Annual Parish Meeting

The **Annual Parish Meeting** is held on the same evening as the Annual Meeting of the Parish Council. These are two separate and distinct meetings but are held for convenience on the same evening.

The Parish Meeting comprises local government [electors](#) registered for the parish. If present, the Parish Council Chairman must chair the Parish Meeting. In his absence, the Vice-Chairman must preside if she is present; otherwise the meeting must elect its own chairman from those present. A Parish Meeting may discuss parish affairs, and resolutions may be passed which the Parish Council is obliged to consider but not necessarily accept.

The Parish Meeting must assemble annually between 1 March and 1 June. Proceedings must not begin before 6 pm. Decisions are taken by a majority of those present and voting.

All newly-elected councillors will be required to sign their Declaration of Acceptance of Office prior to the start of the Parish Meeting; until they have signed, they have no status as parish councillors.

7.30 pm Annual Council Meeting

The Annual Parish Council Meeting is the first meeting in the new municipal year, and it is at this meeting that the Chairman and Vice-Chairman are elected. Committees are appointed if required, and appointments to outside bodies are also made.

The Parish Council also takes the opportunity to consider other routine agenda items.

.....Chairman

¹ Subsequently changed to 16 May 2019 owing to regulations which stipulate that in an election year, the Annual Council meeting must take place within 14 days of the date of the election. The times have also been changed to an earlier start of 7.00 pm.