

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL,
HELD ON 6 DECEMBER 2012
AT BROAD LANE METHODIST CHAPEL, BROAD LANE, STAPELEY, NANTWICH**

PRESENT: Councillor S Gwinn-Freemantle Chairman
Councillor R Samra Vice-Chairman

Councillor M Docker Councillor M Galt
Councillor P Groves Councillor J Hillman
Councillor M Malbon

APOLOGIES: Councillors S Clough, J Davenport and K Nord

195 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.

196 DISPENSATIONS

It was noted that at the Extra-Ordinary meeting held on 22 November 2012 the following dispensations had been granted on the basis that each councillor lived within the parish and therefore had a beneficial interest in land. Each application had been granted on the basis that *“having regard to all the relevant circumstances, the Parish Councillors considered that without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of that business”*.

Councillor Shaun Clough
Councillor Mike Docker
Councillor Sandy Gwinn-Freemantle
Councillor Keith Nord

The Parish Council now considered written requests for a dispensation from Councillors Maxine Galt, Martin Malbon and Raj Samra.

RESOLVED: (a) That Councillors M Galt, M Malbon and R Samra be granted a dispensation in respect of budget-setting and the precept on the basis that having regard to all the relevant circumstances, the Parish Councillors considered that without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of that business”; and

(b) That the dispensations remain effective until the next elections in 2015.

197 MINUTES

RESOLVED: That the following minutes be approved as correct records:

- 8 November 2012
- 13 November 2012 (Extra-ordinary meeting)
- 22 November 2012 (Extra-ordinary meeting)

198 SUB-COMMITTEE MINUTES

The Minutes of the Finance and Grants Sub-Committee meeting held on 22 November 2012 were received and the following noted:

- (a) A Scheme of Members Expenses had been approved; and
- (b) As noted elsewhere on the agenda, the Sub-Committee had given initial consideration to the draft budget for 2013-2014.

199 BOROUGH COUNCILLOR'S REPORT

Councillor Peter Groves reported on Cheshire East Council matters of interest including the following:

- The draft Local Plan Strategy was due to be issued for consultation.
- The Muller Group Homes planning application had been deferred for consideration by the Strategic Planning Board and would now be dealt with on 16 January 2013.
- Junction 16 (M6) was on target for improvement in Spring 2013, as was Junction 17.
- A new contract was due to be signed in respect of the Crewe Station improvements.
- A Local Enterprise Group (LEP) was to be established with effect from 2015 and with the benefit of Government funding the business and enterprise groups in Cheshire East (Crewe, Congleton and Macclesfield) would work closely with the LEP to attract funding.

200 MATTERS ARISING

200.1 Drainage

During Public Question Time on 13 November, a member of the public referred to drainage issues on Broad Lane. The Clerk had made enquiries of Cheshire East Council and had reported to the resident that these matters were dealt with by Building Control. Initial enquiries indicated that this related to land drainage which was the responsibility of the landowner.

200.2 Land at Talbot Way Conservation Area

The resident who had queried ownership of the fencing had now provided documents from Land Registry and she was of the opinion that the fence surrounding the conservation area was the Parish Council's responsibility. The Clerk had sent these documents to the solicitors asking for their opinion.

200.3 Hedge – Broad Lane

The Clerk had asked Jof's Mowing to submit a quotation for the hedge-cutting on Broad Lane, although this was the responsibility of the land-owner.

201 PUBLIC QUESTION TIME (10 MINUTES)

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.

Mary Hennessy-Jones, Head Teacher of Pear Tree School, was in attendance and raised with the Parish Council the recent closure of the car park at the community hall. The car park had been used by staff and visitors to the school as an overspill car park for eighteen months, since the building had been finished. It was used by parents at school dropping-off and collection times and its closure had caused considerable controversy.

202 COMMUNITY HALL

202.1 It was reported that completion of the lease between the Parish Council and Cheshire East Council had been effected on 23 November 2012 and the Clerk was now in possession of the keys.

The first meeting of the newly-formed Stapeley Community Hall Committee was scheduled for 10 December.

202.2 Appointment to the Committee of Additional Named Substitute

At the extra-ordinary Parish Council meeting held on 13 November, Councillors M Docker, J Davenport and J Hillman were appointed as named substitutes for the Stapeley Community Hall Management Committee. Although there were, currently, three Members who could attend the first meeting (10 December 2012) it was likely that owing to business commitments one of the Members might not be available. Councillor Maxine Galt was willing to act as a "stand-by" in the event of there being only two parish councillors available and the Parish Council was asked to appoint her as an additional named substitute.

RESOLVED: That Councillor M Galt be appointed as an additional named substitute on the Stapeley Community Hall Management Committee.

202.3 Calendar of Meetings for the Committee

Parish Council Members of the Committee were asked to note the meeting dates for January-April 2013:

14 January, 11 February, 11 March and 8 April

203 NEWSLETTER

The timetable for issue of the newsletter had slipped, principally because of the extensive Parish Council business which had been necessary during November.

The first draft of a newsletter was submitted and suggestions made as follows:

- The community hall should feature as an inside double-spread article to include a photograph of the inside and outside of the hall, the hiring rates and any other information which would be helpful to potential users. (Councillor Hillman undertook to provide a photograph of the inside of the hall.)
- Car parking issues in the vicinity of the community hall should feature, in view of Mary Hennessy-Jones' comments during Public Question Time. The article should emphasise the potential dangers to children and road-users, suggest that parents allow more time for their journeys particularly as traffic congestion was increasing, and imply that where appropriate, enforcement action would be taken.

204 PLANNING MATTERS

204.1 As noted earlier in the meeting, the Strategic Planning Board would be considering planning applications Nos. 123746N and 123747N on 16 January 2013.

204.2 Update on Parish Council's Observations on the Muller Homes' Applications

Simon Boone (representing Hindhaugh Associates Ltd) was unable to attend the meeting and there was, therefore, no update on this matter.

204.3 Street Naming: New Development on the former Stapeley Water Gardens Site

Cheshire East Council had invited the Parish Council to suggest up to eight road names for the site of the former Stapeley Water Gardens which was being developed by David Wilson Homes. The Borough Council would normally try to promote names reflecting the history of a site, but were interested in any ideas which Members might have from a local perspective.

It was **AGREED** that the following names be suggested, all of which had historical significance but were not related specifically to the Stapeley Water Gardens site.

Beatty

Filliott

Admiral

204.4 Planning Application

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

12/4258N 52 Mottram Drive – single-storey rear extension.

RESOLVED: That no objections be raised to planning application No. 12/4258N.

204.5 Planning Appeal (12/2908N) – 60 Clonners Field

It was reported that the applicant had appealed against the Borough Council's refusal of application No. 12/2908N which sought approval to move an existing garden wall closer to the boundary edge whilst adding an additional driveway. The existing wall was to be demolished and the new wall was to be built exactly as the former and in keeping with the area. The matter was to be dealt with on the basis of written representations.

204.6 Parish Planning Conference (jointly arranged between the Cheshire Association of Local Councils and Cheshire East Council) - 12 December – Middlewich Community Church (7.00 pm – 9.00 pm).

The Clerk had reserved one place for this conference.

205 FINANCIAL MATTERS

205.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£105.40	HM Revenue & Customs – Tax on the Clerk's salary
£75.00	Nantwich and District Band – deposit for the Community Carols' event.
£435.00	Jof's Mowing – work carried out June – October 2012 (Inv #0612)
£1,500.00	Bob Hindhaugh Associates Ltd. – fee for conducting technical review of transport data which accompanied planning application Nos. 12/3746N and 12/3747N.
£608.00	Hall, Smith,Whittingham – legal expenses fee for acting as the Parish Council's Legal Adviser in respect of the lease for the Community Hall between the Parish Council and Cheshire East Council. (set fee of £500; Land Registry fee £8.00; VAT £100)
£28.05	Councillor M Docker – travel expenses and purchase of ink cartridges.
£7.99	Councillor S Gwinn-Freemantle – ink cartridges

205.2 Delegation to Clerk

The Parish Council was invited to authorise the Clerk to settle all accounts for expenditure incurred at the Community Carols event to enable payment to be made before the January meeting, to a maximum of £500. This was in accordance with Financial Regulation No. 6.5.

RESOLVED: That the Clerk be authorised to settle all accounts for expenditure incurred at the Community Carols event, to enable payment to be made before the January meeting.

205.3 Members Expenses Scheme

A copy of the approved Scheme of Members Expenses was submitted for information. This replaced the Scheme of Members Allowances which was due to terminate in December 2012. This was a four-year scheme.

205.4 Additional Signatories

The Parish Council was invited to add three signatories to the Parish Council's bank accounts. The main reason was to enable any payments authorised by the Stapeley Community Hall Committee to be paid without delay.

The current signatories were

Sandy Gwinn-Freemantle, Mike Docker and Keith Nord

Sandy Gwinn-Freemantle and Keith Nord were both Members of the Committee, but it would be preferable if additional signatories were authorised in the event of Councillors Nord and Gwinn-Freemantle being unable to attend a particular meeting. It was suggested that Councillors Peter Groves, Martin Malbon and Raj Samra (Members of the Committee) be added as new signatories.

RESOLVED: That Councillors P Groves, M Malbon and R Samra be added as new cheque signatories in respect of the Parish Council's accounts, which included authority to sign for any community hall expenditure.

205.5 The Clerk reported that the setting up of a new account was proving more complicated than had been envisaged and it was likely to be several weeks before it was established. In the meantime, the Clerk had requested a new cheque book on the current account, and proposed that this be used for community hall purchases only, as a means of separating the accounts until the new account was opened.

205.6 Draft Budget 2013-2014

The Finance & Grants Sub-Committee had given initial consideration to the draft budget for 2013-2014 at its meeting held on 22 November 2012.

The Clerk's report, revised to reflect the discussions was submitted for the Parish Council's consideration. Attached to the report were two appendices:(1) the draft budget proposals; and (2) the variance analysis. The following were agreed:

- During discussion of two projects submitted by the Parish Plan Implementation Group (SPAG) amounting to £1,200, Members agreed that more information was required. The Clerk was asked to invite a representative of SPAG to the next meeting to provide further details.
- A sum of £4,500 to be included in the proposals for the purchase of additional vehicle-speed equipment from TWM Traffic Management.
- In view of the physical difficulties of moving the equipment around the parish and the shortage of volunteers for the scheme, the Clerk was asked to enquire if TWM offered a service whereby the company could move the equipment periodically, and also download the data.

The Parish Council would finalise its budget at the January meeting.

206 CHRISTMAS CAROLS EVENT – 18 DECEMBER 2012

The Parish Council was asked to finalise arrangements for the Christmas Carols event to be held on **Tuesday, 18 December 2012 at 7.00 pm at the Cronkinson Farm Pub (in the Beer Garden).**

The posters and Carols sheets had been printed and 10 members of Nantwich and District Band would form the ensemble for the event.

Councillor Docker reported on other arrangements.

207 CONSULTATION – FUTURE PLANS FOR CHESHIRE FIRE AND RESCUE SERVICE

This item had briefly been discussed at the meeting held on 8 November when Members agreed to re-consider the issue at this meeting.

Cheshire Fire Authority had published its annual plan, the draft Integrated Risk Management Plan (IRMP) for 2013/14 and the years beyond and launched a 12 week consultation period on 24 September, which ran until 17 December.

The Parish Council declined to make any comments on the consultation document.

208 PARISH COUNCILLOR REPORTS

Parish Councillors were invited to report on attendance at any outside bodies to which they had been appointed. There were no reports.

209 LAND AT TALBOT WAY

Councillor Hillman had been unable to carry out her monthly inspection.

210 WEBSITE

Councillor Hillman expected to be able to arrange for the new website to “go live” before the January Parish Council meeting.

211 SPEED WATCH SCHEME

There were no specific matters to report.

**212 PARISH PLAN IMPLEMENTATION GROUP
[STAPELEY PARISH ACTION GROUP – SPAG]**

There were no matters to report.

213 CORRESPONDENCE

The Clerk reported receipt correspondence.

Cheshire East Council

- Minutes of Nantwich LAP Highways Group 17 October 2012
- CEC Highways Satisfaction Survey (deadline date for completion 23 November).

Cheshire Association of Local Councils

- Council Tax and Local Precepts – Power-point presentation slides from recent conference held at Cheshire West and Chester Council .
- Technical reforms of planning appeals.

214 SHARED ITEMS

There were no shared items.

215 PUBLIC QUESTION TIME (10 MINUTES)

There were no members of the public in attendance at this point in the proceedings.

216 DATE OF NEXT MEETING

10 JANUARY 2013

.....Chairman