

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL,
HELD ON 8 NOVEMBER 2012
AT BROAD LANE METHODIST CHAPEL, BROAD LANE, STAPELEY**

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

Councillor M Docker Councillor M Galt
Councillor P Groves Councillor M Malbon
Councillor K Nord

APOLOGIES: Councillors S Clough, J Davenport and J Hillman

IN ATTENDANCE: Simon Boone representing Hindhaugh Associates
Members of the Community Hall Management Committee

It was noted that prior to the start of the meeting, representatives of Muller Group Homes were in attendance and responded to questions from parish councillors and members of the public in respect of planning applications Nos. 12/3746N and 12/3747N for development in the parish.

159 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable pecuniary interests which they had in any item of business on the agenda, the nature of that interest, and in the case of disclosable pecuniary interests to leave the meeting prior to the discussion of that item.

No declarations were made.

160 REGISTER OF MEMBERS' INTERESTS

Members were reminded to complete their Register of Interests form which should be sent electronically to Cheshire Association of Local Councils. A copy should also be sent to the Clerk for uploading onto the website. This was a legal requirement under S.29 (7) of The Localism Act 2011 which stated "*A parish council must, if it has a website, ensure that its register is published on its website.*"

161 MINUTES

RESOLVED: (a) That the Minutes of the Meeting held on 4 October 2012 be approved as a correct record; and

(b) That the Minutes of the Extra-ordinary Meeting held on 1 November 2012 be approved as a correct record.

162 MATTERS ARISING

- **Cutting of hedging on Broad Lane¹ (Minute 146)**

The Clerk had asked Jof's Mowing to cut-back the hedging on Broad Lane. He was of the view that it was more involved than simply hedge-trimming and he was unable to carry out the work.

¹ This item was raised at the end of the meeting, but has been included here as the most appropriate.

163 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.

The following issues were raised:

- Drainage problems on Broad Lane
- Parish Council's observations on planning application Nos. 12/3746N and 12/3747N.

164 COMMUNITY HALL

In view of the presentation prior to the meeting, which had been extended to 35 minutes, it was agreed that this item be deferred to a special meeting to be held on 13 November at 7.30 pm.

165 NEWSLETTER

The timetable for issue of the December newsletter had slipped. The Sub-Committee had not been able to meet, as planned, on 8 October as this date had been used for the first meeting of the Community Hall Management Committee.

The Parish Council was invited to consider if the newsletter should be issued prior to Christmas, or issued as a New Year newsletter.

RESOLVED: That issue of the newsletter be deferred to the New Year.

166 PLANNING MATTERS

166.1 The following planning applications had been received for consultation purposes and the Parish Council had made initial observations on the applications at the extra-ordinary meeting held on 1 November 2012.

12/3746N – New highway access road, including footways, cycleway and associated works.

Land off Peter de Stapleigh Way for Muller Group Homes

12/3747N – Planning application for Phase 1 development by Muller Group Homes

As with the Community Hall item at Minute No. 163 above, it was agreed that this be deferred for discussion to the special meeting to be held on 13 November.

166.2 The Parish Council considered the following planning application:

12/3778N - 78 Broad Lane, Stapeley: Removal of 4.5 m of hedging to make vehicular access to property with hard-standing for car.

It was noted that this had been considered by the Parish Council on 5 July 2012. At that time, the observation made was that *the Planning Authority be asked to ensure that there was an adequate visibility splay from the development onto Broad Lane as this was an 'A' Road.*

RESOLVED: That no objections be raised to planning application No. 12/3778N.

167 TRAFFIC IMPACT ASSESSMENT (TIA) SCOPING BRIEF

At the previous meeting, the Clerk had been asked to issue the TIA Scoping Brief to two consultants seeking an informal assessment of the brief to ensure that it was sufficiently detailed. The Clerk had issued the brief to one consultant only who offered to submit a quotation for conducting a technical review of the transport statement/traffic impact assessment which accompanied the Muller Group Homes' planning applications. The quotation

was considered at an extra-ordinary meeting of the Parish Council held on 1 November 2012 and the contract for the work had been awarded to Hindhaugh Associates Ltd.

168 FINANCIAL MATTERS

168.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£105.40	HM Revenue & Customs – Tax on the Clerk’s salary
£26.70	Mrs C M Jones – 50% contribution to the cost of Broadband
£29.75	Mrs S Gwinn-Freemantle – reimbursement for cost of refreshments for “Parents and Children’s Day” 22 September 2012
£48.00	CVS Cheshire East – second half-year fee for payroll service
£85.95	Cheshire East Council – hire of school premises (Pear Tree School) on 20 and 22 September 2012
£30.00	ChALC – training for former councillor James Wood (Feb 2012)

168.2 Clerk’s Action

It was reported that in accordance with Financial Regulation No. 6.5, the Clerk, in consultation with the Chairman, had authorised expenditure in the sum of **£80.00** for the repair of the defective block pavers/sets on the land at Talbot Way. This work had been carried out by James Thompson of Greenspaces South Cheshire, who had indicated that further work may be required in future to prevent further deterioration.

168.3 Separate Bank Account – Community Hall

The Parish Council was invited to authorise the setting up of a separate account with the Parish Council’s bankers. This account would be used for payments and receipts in respect of the Community Hall and would provide a clear audit trail for the accounts for the hall.

The Clerk reported that the arrangements for transfer of funds would be as for the existing two accounts, whereby automatic transfers were made from the Gold Account to the Current Account to enable cheques to be cleared each time they were presented. The bank would maintain a fund of approximately £400 in this new account, as it did with the current account.

RESOLVED: (a) That the Parish Council establish a separate bank account with Royal Bank of Scotland for managing the community hall; and

(b) That a letter of authority (signed by two authorised signatories) be sent to the bank.

169 COMMUNITY CAROLS – 19 DECEMBER 2012

At the conclusion of the extra-ordinary Parish Council meeting held on 1 November, Members were asked to remain for a detailed discussion of the arrangements for the Community Carols event on 19 December. Unfortunately, the meeting had concluded late and it had not been possible to resolve matters.

The date of 19 December coincided with a Carol Concert which Pear Tree School had arranged. Members agreed that it might not be appropriate to hold a Parish Council event on the same date. Several alternative dates were offered, including reverting to 20 December which was the originally suggested date, or deferring the event to the New Year.

The band was unavailable on the 20 December which is why it had offered the 19 December. Craig Cameron (Chairman of the Community Hall Management Committee) who was in attendance, offered to send contact details of a band which was currently seeking Christmas bookings.

No decision was taken and it was agreed that this matter be scheduled for discussion at the meeting to be held on 6 December when arrangements would be finalised.

170 NOMINATION TO NALC SMALLER COUNCILS COMMITTEE

Each parish council with an electorate of less than 6000 was invited by the National Association of Local Councils to make a nomination to the newly-formed Smaller Councils Committee.

The Committee would comprise up to five members of National Council, three members representing smaller councils and either the Chairman or one of the Vice-Chairmen of National Council. Three members receiving the highest number of votes would be elected for a one-year term. Only one nomination per smaller council could be accepted.

RESOLVED: That the Parish Council decline to make a nomination to the NALC Smaller Councils Committee.

171 CONSULTATION – FUTURE PLANS FOR CHESHIRE FIRE AND RESCUE SERVICE

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

This draft plan was the most significant in the Fire Authority's 15 year history, as it set out a number of far-reaching proposals, which had been developed so that it could maintain and improve the services it provided to the local community and make most effective use of its reduced funding.

It was noted that the implications for this area would have little impact, but Members agreed to re-consider the matter at the 6 December meeting.

The Parish Council is invited to submit comments by 17 December.

172 BOROUGH COUNCILLOR REPORTS

Councillor Groves updated the Parish Council on Cheshire East Council matters of interest:

173 PARISH COUNCILLOR REPORTS

173.1 Members appointed to outside bodies reported on recent meetings.

- Minutes of the ChALC Crewe and Nantwich Area Meeting held on 27 September 2012.
- Police Cluster meeting (information previously distributed).

173.2 Parking Obstruction on Clonners Field (Councillor S Clough: item deferred from previous meeting).

In the absence of Councillor Clough, this item was withdrawn from the agenda.

174 LAND AT TALBOT WAY

In the absence of Councillor Hillman this matter was deferred.

175 SPEED WATCH SCHEME

The Parish Council was updated on the Speed Watch scheme and the following issues were raised.

- Additional volunteers were required. At present only Councillors Nord and Docker operated the equipment.

- Attempts had been made to risk-assess the activity, without success and the Clerk was asked to make enquiries of other Parish Councils which operated similar schemes.
- Notices could be displayed to try to attract volunteers.
- Arising out of discussion, it was agreed that Cheshire East Council to be asked to review the speed limit on Peter de Stapleigh Way

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

The refreshed Parish Plan had now been published.

177 CORRESPONDENCE

The Clerk reported receipt of correspondence received since the last meeting.

Cheshire Association of Local Councils:

- New pension regulations
- Candidates for Police Commissioner Elections on 15 November 2012
- Boundary Commission – NW constituency changes

Cheshire East Council

- Information re. Nantwich LAP Highways Meeting 17 October
- Local Hero Awards (organised by Silk FM)
- Health and Wellbeing Board Event – 7 November 2012

CVS Cheshire East

- E-bulletin

178 PREVIOUS OUTSTANDING MATTERS

The Clerk updated the Parish Council in respect of the following matters which had been raised at previous meetings, but had not yet been resolved.

- Ownership of fencing surrounding conservation area at Talbot Way
A local resident who lived close to the conservation area on Talbot Way had commented that the fencing was in need of repair/replacement. The Clerk had now written to the solicitors (who had acted on behalf of the Parish Council at the time of the purchase of two parcels of land at Talbot Way) to establish if the Parish Council was liable for the repairs.

A response had been received from the solicitors who had stated that the documents were silent as to the ownership of the boundary fence. His view, however, judging from the photographs sent to him were that the fence belonged to the adjoining properties and were the responsibility of their respective owners. He advised that the residents should check their own title documents, in particular the transfers relating to the properties when they were first purchased from the developer as these would almost certainly state the ownership of the fences and, accordingly, the responsibility for their maintenance. This information had been conveyed to the resident.
- Ownership of land in the vicinity of Hawksey Drive which is a new protection area.
A local resident had commented that the area had become overgrown and no longer maintained. There was an issue about the ownership of the land. The Clerk had followed up this matter again with both Network Rail and Cheshire East Council and was awaiting a response.

179 NEW WEBSITE

In the absence of Councillor Hillman this matter was deferred.

180 SHARED ITEMS

Parish Councillors were invited to share information during which a copy of the draft Nantwich Town Strategy was tabled.

181 PUBLIC QUESTION TIME (10 MINUTES)

This was a second opportunity for members of the public to ask questions. There were only two members of the public in attendance at this point in the proceedings.

- One member of the public made a statement.
- One member of the public asked when the Parish Council would be submitting comments on the Muller applications; a response was given.

182 FUTURE MEETINGS

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| 182.1 | Date of next meeting: | 5 December 2012 |
| 182.2 | Finance Sub-Committee:
Agenda items: | 22 November 2012
Budget Proposals 2012-2013
Review of Members' Allowances Scheme |

183 COMMUNITY HALL – PURCHASE OF FURNITURE

This item was withdrawn from the agenda.

At the conclusion of the meeting, and in the absence of the press and public, Simon Boone, representing Hindhaugh Associates Ltd, updated Members about progress on the traffic data review for the Muller Group Homes application.

.....Chairman

The meeting commenced at 7.30 pm and concluded at 11.10 pm