

**MINUTES OF THE ANNUAL COUNCIL MEETING OF STAPELEY & DISTRICT PARISH COUNCIL
HELD ON 19 SEPTEMBER 2016 AT STAPELEY COMMUNITY HALL, PEAR TREE FIELD, STAPELEY**

PRESENT: Councillor M Theobald Chairman
Councillor E Boughey
Councillor S Clough
Councillor J Davenport
Councillor M Docker
Councillor M Malbon
Councillor J Hillman

APOLOGIES: Councillors M Docker, S Gwinn-Freemantle and P Groves

53 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.

Councillor K Nord declared a private interest in Minute No. 77 below on the basis that he would not be able to render an unbiased opinion.

54 MINUTES – 18 JULY 2016

RESOLVED: That the Minutes of the meeting held on 18 July 2016 be approved as a correct record.

55 PUBLIC QUESTION TIME

This item was deferred until later in the meeting.

56 CHESHIRE EAST BOROUGH COUNCILLORS

Borough Councillors Andrew Martin and Peter Groves were not in attendance.

57 NEIGHBOURHOOD DRAFT PLAN

57.1 Draft Plan

The Draft Neighbourhood Plan was not yet available following the Regulation 14 Consultation. Andrew Thomson (Planning Consultant) would be asked for his availability and an extra-ordinary meeting of the Parish Council would be arranged.

57.2 Independent Examiner

Members noted that following the publicity period, an independent examiner would be appointed. Although Members had previously been of the view that this could be carried out simultaneously with the publicity period, this was not the case. The current method adopted by Cheshire East Council was not to appoint an examiner until after the close of the 6-week publication period. This was because it was difficult for an examiner to make a judgement on the cost/time/resource an examination would require without having the consultation responses. Moreover, experience had shown that on occasions, where an examiner was appointed, following receipt of the consultation responses they decided that they were not best able to examine the Plan.

In terms of appointing the examiner, this would be carried out in consultation with the Parish Council. Telephone interviews could be held; however, CEC did not always receive three examiners; sometimes it could be two only. A decision may be able to be made based on the CV of the examiner and interviews might be unnecessary.

The Parish Council was asked to authorise a small panel of parish councillors, who were Members of the Steering Group, to interview, or review CVs, of potential independent examiners, and to make that decision.

Following receipt of the Examiner's Report, a decision would be taken through the CEC decision-making cycle to proceed to referendum.

RESOLVED: (a) That Councillors M Theobald, J Hillman and M Martin be authorised to decide on an appropriate Independent Examiner; and

(b) That advice offered by Andrew Thomson (Planning Consultant) and P Cullen (non-Parish Council member of the Steering Group) be taken into account in reaching the decision.

58 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be approved:

£206.30	C M Jones	Reimbursement for tax on Clerk's salary (£177.80 plus £29.30 employer's NI contribution) (Month 5) As the Parish Council meeting for August was delayed, and payment was due by the 19 th of the month, the Clerk had paid the tax for August.
£207.10	HMRC	Tax on Clerk's salary (Month 6)
£360.00	BDO LLP	External audit 2015-2016 (£300.00 net and £60.00 VAT)
£508.08	Thomson Planning (Invoices 15/013 and 16/013)	Neighbourhood Plan consultant £423.40 combined net and £84.68 VAT
£441.00	Crystal Clean Invoice 34	Cleaning of community hall £367.50 net plus £73.50 VAT
£477.00	Crystal Clean Invoice 35	Cleaning of community hall £397.50 net plus £79.50 VAT
£1,980.00	Signs of Cheshire Ltd.	It was noted that payment had now been made to the Parish Notice-Board Company (payable to 'Signs of Cheshire Ltd'). A pro-forma invoice was issued (ie. Payment before delivery of goods), and to avoid delay, the cheque was signed by Councillor S Gwinn-Freemantle and the Clerk.

59 PLANNING MATTERS

59.1 Planning Applications

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

16/4214N 11 Comberbach Drive, Stapeley, CW5 7GS
Single-storey extension to rear of dwelling.

RESOLVED: That no objections be raised in respect of planning application No. 16/4214N.

59.2 For Information

It was noted that the following planning applications were scheduled for consideration at the meeting to be held on 25 August, but as that meeting was cancelled, no comments were able to be made.

16/3908N	8 Garnett Close, Stapeley, CW5 7RF Single-storey rear extension to detached property.
16/3711N	Woodlands House, 61B, London Road, Stapeley, CW5 7JL Detached dwelling – re-submission of 14/5200N
16/3718N	Greenfields, Newcastle Road, Willaston, CW5 7EJ Variation of condition 9 (height) to planning application 13/4405N Outline application for re-development of Greenfields bungalow and garden to form four detached houses (Re-submission of 13/1718N)
16/3555N	Land to the West of Manor Bank Barn, Cheerbrook Road, Willaston Variation of condition 2 on approval P09/0040 for erection of four dormer bungalows and eight apartments with associated garages, landscaping and new vehicular access.
16/3720N	The Round House, London Road, Stapeley, CW5 7JN Demolition of existing main house to be replaced with two-storey dwelling (with a third storey within the roof). Application includes a refurbished pool-house along with a new three-car garage, all with connecting glazed links. In addition, a new annexe is proposed along with associated external works.
16/3555N	Land to the West of Manor Bank Barn, Cheerbrook Road, Willaston. Variation of condition 2 on approval P09/0040 for erection of four dormer bungalows and eight apartments with associated garages, landscaping and new vehicular access.

The deadline date for observations on this was 7 September 2016 and the Parish Council was not, therefore, able to comment.

**59.3 Planning Inquiry – Land to rear of 144 Audlem Road
Application No. 15/3868N – Outline permission for residential development
for up to 104 dwellings and land for expansion of Brine Leas School**

It was reported that the Borough Council's statement in response to this appeal was now available on its website.

Interested parties were invited to attend the Public Inquiry which commenced on Tuesday, 6 September 2016 at 10.00 am in the Carlsberg Lounge, Crewe Alexandra Football Club, Gresty Road, Crewe, CW2 6EB and, at the Inspector's discretion, to give their views.

60 CIVIC PRIDE WORKING GROUP

60.1 Terms of Reference for the Civic Pride Working Group

Although the Civic Pride Working Group was not a Committee of the Parish Council, suggested Terms of Reference were submitted.

RESOLVED: That the Terms of Reference for the Civic Pride Working Group be approved subject to the following amendments:

- Add to paragraph 4(i) 'Other matters relating to civic pride'.
- Delete paragraphs 7(ii) and 7(iii), viz:

7(ii) Announce any information, whether on the website, social media or other form of communication. (This remains a matter for the Parish Council and the Clerk.);

7(iii) *Represent the views of the Parish Council without the Council's express permission.*

60.2 The working group reported on recent activities.

70 LOCAL DEMOCRACY WEEK – 10–16 OCTOBER 2016

Members of the Civic Pride working group reported on proposals for Local Democracy Week, as follows:

- Pupils to be invited to vote on the colour of lights for the Christmas tree to be located at the community hall.
- Edward Timpson MP to be asked to visit local schools to explain democracy to the pupils. This should be arranged prior to the commencement of Local Democracy Week. (Councillors E Boughey and J Hillman would arrange this direct with Mr Timpson.)
- Check CEC arrangements for Local Democracy Week and arrange Parish Council events later in the year.

Although not relevant to Local Democracy Week, Members discussed arrangements for the Christmas tree and lights at this point in the proceedings.

- The Clerk was asked to
 - seek quotations for a 12 ft artificial Christmas tree and lights for the tree.
 - Ask the electrician if an outside socket was required for the tree lights. A Member commented the tree lights wire could be fed through a window without damaging the wire.
- An official Christmas tree lights switch-on be arranged.

71 CLERK'S INFORMATION REPORT

The Clerk's information report was received and comprised the following items:

- Automated external defibrillator update
 - Community hall –
 - waste bin
 - notice-board
 - decoration
 - guttering
 - Speed Watch
 - LED lighting – proposals by CEC
 - Annual Report 2015-2016
 - Muller Homes – outcome of S.288 challenge
- On 12 August 2016, the Department for Communities and Local Government had informed the Parish Council that both appeals had been refused. Muller Homes had until 23 September 2016 to submit an application for judicial review.

72 PARISH NEWSLETTER

The Parish Council agreed to restrict the next newsletter to a two-sided publication to include the following articles.

- Neighbourhood Plan update.
- The budget proposals 2017-2018 to feature as the main item, inviting residents to attend the budget meeting on 17 October to express their views and make suggestions for the budget for the forward year.
- Muller Homes update.
- Civic pride.
- Voting on Christmas tree lights.

73 DATE OF NEXT MEETING

17 October 2016 – Budget Meeting

(Note: Councillor J Davenport arrived at this point in the proceedings.)

74 SHELTER FOR YOUNG PEOPLE – ADJACENT TO THE MUGA

This issue had been raised by Members via e-mail in view of recent anti-social behaviour in the vicinity of the MUGA.

The Parish Council was invited to review its decision to purchase a shelter for locating adjacent to the MUGA. The Clerk had started to seek quotations, but had suspended this pending the outcome of discussion of this item.

A Member suggested that an article be included in a future newsletter explaining that the provision of a shelter had been 'put on hold' in view of the vandalism.

RESOLVED: That purchase of a shelter be deferred for the time being.

75 PUBLIC QUESTION TIME

This item had been deferred from earlier in the meeting to allow a member of the public to address the Parish Council. She now explained that owing to work commitments she had been unable to attend earlier in the meeting.

76 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.

77 COMMUNITY HALL – COMPLAINT

The Parish Council considered the Clerk's report which detailed a resident's complaint about noise emanating from the community hall.

RESOLVED: (a) That the complaint be dismissed; and

(b) That the Clerk write to the complainant to inform him of the decision.

(Note: Having declared an interest in this item, Councillor Nord withdrew from the meeting.)

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.00 pm