

**MINUTES OF A MEETING OF STAPELEY & DISTRICT PARISH COUNCIL  
HELD ON 21 JANUARY 2019 IN STAPELEY COMMUNITY HALL, PEAR TREE FIELD,  
STAPELEY, NANTWICH**

---

<b>PRESENT:</b>	Councillor M Theobald Councillor E Boughey Councillor G Gwinn Councillor P Groves Councillor K Nord	Chairman Councillor M Docker Councillor S Gwinn-Freemantle Councillor J Hillman
<b>IN ATTENDANCE:</b>	Councillor A Martin Two members of the public Stephen Ford	Cheshire East Council Candidate for co-option
<b>APOLOGIES:</b>	Councillor J Davenport	

---

**105 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.

**106 MINUTES**

**RESOLVED:** That the minutes of the extra-ordinary meeting held on 3 December 2018, and the ordinary meeting held on 17 December 2018, be approved as correct records and signed by the Chairman.

**107 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 two members of the public in attendance and they addressed the Parish Council in respect of the following matters:

- **Condition of London Road at its junction with Wybunbury Lane.**

Road works had recently been carried out and the road had not been reinstated to a satisfactory state, such that there were road humps, which, when large commercial vehicles drove over them, caused vibration in the residents' house.

- **Speed limit on London Road.**

The speed limit was 40 mph and the residents considered that it should be reduced to 30 mph.

Ward Councillors Peter Groves and Andrew Martin undertook to raise these matters at a Cheshire East Council meeting to be held at the end of January 2019.

**109 CO-OPTION TO CASUAL VACANCY**

The Parish Council was invited to co-opt to the vacancy caused by the resignation of Councillor John Putt who resigned on 3 December 2018.

As the vacancy had occurred within six months of the next elections (May 2019), there was no requirement to advertise this vacancy inviting registered electors to call a by-election. The Parish Council was able to proceed to co-option.

The vacancy had been advertised with a deadline date of 17 January 2019 for applications. Although there had been two candidates, one had withdrawn the day before the meeting.

Stephen Ford, the only candidate, addressed the Parish Council outlining his reasons for wishing to be a parish councillor.

His nomination was moved and seconded, and a vote taken.

**RESOLVED:** That Stephen Ford be co-opted onto the Parish Council.

(Note: (a) Mr Ford signed a Declaration of Acceptance of Office which required him to be bound by the Council's Code of Conduct;

(b) The Clerk would provide the following documents to Councillor Ford.

- o Code of Conduct
- o Standing Orders and Standing Financial Regulations
- o All Parish Council policies
- o Registration of Interests form for completion and return to the Clerk
- o Parish Councillors Guide)

## 110 FINANCIAL MATTERS – AUTHORISATION OF PAYMENTS

**110.1 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.)
£450.00	Crystal Clean	Cleaning of the Community Hall (£375.00 net and £75.00 VAT)
£320.00	Jof's Mowing	Grounds maintenance – October 2018 – January 2019
£20.00	Target Windows	Cleaning of Community Hall windows.
£483.07	Water Plus	Water Services

In approving this payment, and following an inspection of the invoice, the Clerk was asked to follow up with Water Plus whether the Parish Council was also being charged for the Multi-Use Games Area which was owned by Cheshire East Council.

**110.2 Replacement cheque for A N Plumbing** (Cheque No. 1172). The original cheque was made out to the company but should have been payable to Andrew Nuttall.

**RESOLVED:** That a replacement cheque be issued to A N Plumbing (made out in favour of Andrew Nuttall.)

## 111 PLANNING APPLICATIONS

There were no planning applications for consultation.

## 112 CONNECTED COMMUNITIES – PROMOTIONAL EVENT - 28 MARCH 2019

The Parish Council was invited to make arrangements for the open day to publicise the Connected Communities franchise. Thursday, 28 March 2019 had been suggested, to be held either in the morning or the afternoon with beverages offered.

Councillor Janet Clowes, who was the Cheshire East Council Portfolio Holder for Health and Well-being, would open the event and make a brief speech about the aim of the franchise.

Carol Hill and Dawn Clark (CEC), who had previously offered advice to the Parish Council would be in attendance.

Invitations to attend the event were for the Parish Council to issue; however, Carol Hill had offered to invite various agencies such as those involved in dementia care and end-of-life carer support groups, each of which would be asked to provide information about their services.

It was also suggested that the regular users of the Community Hall be asked to attend to provide information about their own activities.

If the 28 March 2019 was agreed, the Clerk would inform the regular users of the Community Hall that it would not be available on 28 March 2019. In accordance with the hire agreement, eight weeks' notice was required.

**RESOLVED:** (a) That the Clerk enquire about the possibility of postponing the event until after 28 March 2019 (this would be dependent on the funding deadline which it was understood would be the end of the financial year);

(b) That a Working Group be set up to make detailed arrangements for the open day;

(c) That the Working Group comprise Councillors E Boughey, M Docker, P Groves, S Gwinn-Freemantle and J Hillman; and

(d) That a short publicity leaflet be issued mid-March to each household in the parish.

**113 CONNECTED COMMUNITIES: OUTSTANDING POLICY DOCUMENTS (GRIPP ASSESSMENT)**

The Clerk submitted a Safeguarding Policy for Children. This was one of the outstanding policy documents under the GRIPP assessment.

**RESOLVED:** That the Safeguarding Policy for Children be adopted.

**114 COMMUNITY HALL – HIRE AGREEMENT**

At the previous meeting, Members suggested that the Community Hall hire agreement required modification to make specific reference to some of the policies which were required under the GRIPP assessment. A revised hire agreement was submitted.

**RESOLVED:** That the revised Community Hall Hire Agreement be approved.

**115 COMMUNITY HALL – DAMAGED INSIDE WALL**

The Parish Council was asked to authorise the Clerk to make arrangements for the repair and re-painting of the wall in the entrance hall/kitchen which had become damaged by unknown persons.

**RESOLVED:** That the Clerk be authorised to arrange for the repair and repainting of the wall in the entrance hall/kitchen.

**116 SEATS/BENCHES**

The Parish Council considered a quotation from Amberol Ltd. for the provision of seats to be located as previously agreed.

**RESOLVED:** (a) That the Parish Council accept the quotation submitted by Amberol Ltd. for the following:

Six x X-PW Moulded Seat – Plaswood despatched flat-packed (black) in the sum of £246.000 each; (Total £1,476.00), and delivery charge of £150.00.  
(Grand Total: £1,776.00 net plus £355.20 VAT);

(b) That, in addition to the following previously agreed locations, the lawned area at Talbot Way (owned by the Parish Council) be included as an additional location.

- Cul-de-sac end of London Road in close vicinity to the new bollards.
- Broad Lane/First Dig Lane – on the triangular piece of land at the junction, on The White House side of the road.
- Second Dig Lane on the triangle at the junction with London Road (A51).
- Peter de Stapleigh Way adjacent to 26 Comberbach Drive.
- Peter de Stapleigh Way adjacent to Hawksey Drive entrance on the side of the road where the post-box was located.

(c) That Cheshire East Council be asked for a quotation for installation of the six seats at the locations identified;

(d) That the precise nature of the surface on which the seats were to be installed, would need to be identified to enable Amberol Ltd. to provide the correct fixings;

(e) That it be noted that in deciding the additional location for a seat, the Parish Council took into consideration suggestions made by Stapeley Parish Action Group.

#### **116 COMMUNITY INFRASTRUCTURE LEVY (CIL)**

The Parish Council received a copy of the notice that in accordance with the appropriate Regulations, Cheshire East Borough Council had published the report of the examiner, Nigel Payne of Intelligent Plans and Examinations (IPE) Ltd, on the Draft Cheshire East Council Community Infrastructure Levy Charging Schedule. The report concluded that, subject to several specific modifications, the draft Cheshire East Council Community Infrastructure Levy Charging Schedule provided an appropriate basis for the collection of the levy in the area. The Examiner's recommendations and reasons were set out in the report.

#### **117 CORRESPONDENCE**

The Clerk had received correspondence from residents as follows:

- Resident objecting to a proposal to re-route public footpath FP1 through the Stapeley Gardens housing development. His view was that there was a safer and more practical proposal. Ward Councillors Peter Groves and Andrew Martin had been in correspondence with the resident and reported to the meeting.
- Resident complaining about the barrier which the Cronkinson Farm Pub had recently installed as a means of deterring anti-social behaviour outside opening hours. The resident was also concerned about whether the pub had planning permission to install the barrier. The Clerk suggested that he take up this matter with Cheshire East Planning.
- Complaint from regular user of the Community Hall about anti-social behaviour during their activities; eg, bouncing a ball against the hall windows. The Clerk had advised that if there was any such behaviour which was of concern, they should phone the Police.

#### **118 DATE OF NEXT MEETING**

**18 February 2019**

.....Chairman