Minutes of the Annual Meeting of Stapeley & District Parish Council held at Stapeley Community Hall on Monday 19th May 2025

Attendance	
Chairman:	Cllr A Jacobs
Councillors:	Cllr J Hillman, Cllr M Aspaturian, Cllr B Astbury, Cllr R Carter, Cllr J Dickinson, Cllr S Ford, Cllr J Gibbs, Cllr I Lurcock, Cllr Y Orungbemi (from item 6)
Clerk:	Mr Wayne Salisbury
Other:	None
Apologies:	Cllr M Docker, Cllr C Sirigou
Public:	None present

Meeting started at 7:30 pm.

1. **Election of Chair**
   RESOLVED: that Cllr Andrea Jacobs will serve as Chair of the Parish Council for the ensuing year of 2025-26.

   The acceptance of office was signed by the chair in the presence of the proper officer.

2. **Election of Vice Chair**
   RESOLVED: that Cllr Jo Hillman will serve as Vice Chair of the Parish Council for the ensuing year of 2025-26.

3. **To receive apologies for absence**
   Apologies for absence were received from Cllr M Docker and Cllr C Sirigou.

4. **Declarations of Interest**
   No interests declared.

5. **Minutes of the previous meeting**
   RESOLVED: that the minutes of the meeting held on 28th April 2025 be approved as a correct record and signed by the Chair.

   Cllr Orungbemi joined the meeting at 7:33pm.

6. **Committees**
   a) To consider membership of the Parish Council Staffing Committee. (4 Seats)
   RESOLVED: that membership of the Parish Council Staffing Committee is Cllr Jacobs, Cllr Hillman, Cllr Gibbs, Cllr Ford.

   b) To consider membership of the Parish Council Complaints Committee. (3 Seats)
   RESOLVED: that membership of the Parish Council Complaints Committee is Cllr Aspaturian, Cllr Gibbs, Cllr Dickinson, Cllr Orungbemi.

   It was noted that the terms of reference for this committee will be reviewed at a future meeting to reflect the increased membership.

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7. **Working Groups**

a) To consider membership of the Parish Council Conservation Area Working Group.

The Chair provided an overview of the work of this group and the intended plans with the Talbot Way Pond area.

RESOLVED: that membership of the Conservation Area Working Group is Cllr Jacobs, Cllr Dickinson, Cllr Ford, Cllr Gibbs, Cllr Lurcock, Cllr Orungbemi.

b) To consider membership of the Parish Council Victorian Orchard Working Group.

The Chair provided information on the location and condition of the orchard and the future plans for this space following the transfer of the asset from the developer to Cheshire East.

Cllr Carter queried why the Parish Council can't acquire the asset. The Chair clarified that it was part of the original Section 106 agreement which will need to be adhered to.

RESOLVED: that membership of the Victorian Orchard Working Group is Cllr Jacobs, Cllr Hillman, Cllr Astbury, Cllr Carter, Cllr Gibbs.

c) To consider the formation and the membership of the Parish Council Road Safety and Speed Watch Working Group.

RESOLVED: that the Road Safety and Speed Watch working group be formed and that membership of the group is Cllr Aspaturian, Cllr Astbury, Cllr Lurcock.

It was noted that terms of reference for this working group will be agreed at a future meeting of the Council.

8. **Financial Regulations**

RESOLVED: that the updated financial regulations are adopted.

9. **Standing Orders**

RESOLVED: that the updated standing orders are adopted.

10. **Public Participation.**

No members of the public were in attendance.

11. **Cheshire East Borough Councillors' report**

The borough councillors were not in attendance and no reports were received before the meeting.

12. **Support Services**

a) RESOLVED: that the ongoing appointment of JDH Business Services for internal audit services is approved.

b) RESOLVED: that the ongoing appointment of Shires Accountants for payroll services is approved.

13. **Council Meeting Dates**

RESOLVED: that the suggested dates of full council meetings for the 2025-26 Council year are agreed. (as detailed on page 86)

14. **External Bodies**

RESOLVED: that a report from the trustees of Batherton and Stapeley Charities. (Wybunbury United Charities) has been received.

15. **Insurance**

RESOLVED: to accept the quote received from Gallagher Insurance for £528.70 for the renewal of the Council insurance policy (year 3 of a 3-year agreement).

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16. Authorisation of Payments

RESOLVED: The schedule of payments for the 19th May 2025 correctly states the invoices presented and that **£1102.48** is approved to be paid; **£1719.33** has been paid as per the annual approved payments list and **£6.00** has been paid to avoid late payment. (as detailed on page 87)

17. Clerk's Report

The Clerk summarised their written report, highlighting the following.

- Actions since the last meeting have been focussed on the internal audit which is nearing completion, May meeting preparation and website edits.
- Priorities until the next meeting will be internal audit submission, external audit preparation and the VAT return for quarter 4.
- Community Hall
    - Decorating work is in progress, more dates will be booked in with the contractor.
    - Health & Safety report has now been received and will be reviewed before being presented at a future meeting.
    - The hall is consistently busy with occasional bookings and regular hirers.
- Update on an abusive phone call received regarding a poster which was fly posted onto the Council's noticeboard.
- Talbot Way pond area ground assessment was completed on the 19th May. The report should be received within the next 2 weeks.
- No correspondence from residents has been received.

18. Planning

To consider any planning applications which have been received since the publication of this agenda.

Reference	25/1549/EIA
Type of Application	EIA screening / scoping
Location	Broad Lane, Nantwich,
Proposal	Environmental Impact Assessment Screening Opinion relating to a proposed residential development at Broad Lane, Nantwich.
Deadline for Comments	5th June 2025
Cheshire East | pa.cheshireeast.gov.uk | Application | 399986.	

RESOLVED: to submit the following comment to Cheshire East Planning Authority.

Stapeley & District Parish Council objects to the suggestion that a full Environmental Impact Assessment (EIA) may not be required. Our concerns are set out below:

1. ***Retention of Natural Features***
   The developers have only committed to retaining hedgerows, ponds, ditches, and trees "where possible." This is not a firm promise and leaves significant uncertainty about what will actually be protected.

2. ***Nantwich Settlement Boundary***
   There is a lack of clarity about whether this development would extend the existing Nantwich boundary.

3. ***Flood Risk***
   The proposed site is on or very close to a known flood plain. Nantwich already faces regular flooding, especially in connection with the nearby River Weaver.

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4. ***Highway and Safety Concerns***
   The proposed exit from the development would be directly onto Broad Lane, which is already a busy road. The exit is also just half a mile from a primary school.

5. ***Cumulative Impact and Reference to Maylands Park***
   The application seems to reference Maylands Park as justification for this new development, while dismissing the cumulative effect of recent and ongoing housing schemes in the area. Ignoring the cumulative impact is not acceptable.

6. ***Lack of Detail on Development and Ecological Measures***
   No outline plan for the development has been provided, which makes it impossible to properly assess any proposed ecological compensation measures. Without these details, we cannot make an informed judgement on the application.

7. ***Ecology and Protected Species***
   The land is close to several ponds, fields, and woodland, and there is no mention of an assessment of the different species known to inhabit the area, such as badgers, bats, and newts. Following significant recent development nearby, the local ecology is still unsettled, and further disruption could cause long-term harm.

8. ***Air Quality***
   We are also concerned about air quality. Additional development would inevitably bring more traffic and pollution.

The Parish Council is extremely familiar with this area. We are very concerned that failing to require a full Environmental Impact Assessment could lead to permanent damage to both the local environment and community. For all these reasons, we object to this application and urge Cheshire East to require a comprehensive EIA before any further decisions are made.

Reference	25/1579/PIP
Type of Application	Permission in Principle
Location	Land To East Of Maylands, Stapeley,
Proposal	Construction of two new residential dwellings
Deadline for Comments	11th June 2025
Cheshire East | pa.cheshireeast.gov.uk | Application | 399999.	

RESOLVED: to submit the following comment to Cheshire East Planning Authority.

Stapeley & District Parish Council objects to planning application 25/1579/PIP for the proposed construction of two residential dwellings on land to the east of Maylands. We would like to reiterate the concerns previously submitted in June 2024, as these points remain relevant.

1. Open Countryside and Settlement Boundary
The proposed development site is situated in open countryside and lies outside the defined settlement boundary. This is an area of open green space which is vital to the local ecosystem, providing important habitats for wildlife and contributing significantly to the environmental quality of Stapeley. The loss of this green space would have a detrimental and irreversible impact on local biodiversity and the natural landscape, which is highly valued by our community. The site lies within a designated nature improvement area, and we question how the introduction of two new dwellings can possibly be compatible with the objectives of this designation.

2. Environmental and Ecological Concerns
We would need to understand how existing trees will be protected and habitats maintained within the parameters of

this proposal. We have not seen adequate information regarding this. The development would also fragment open countryside, and we urge the planning authority to consider the long-term environmental consequences of allowing development in this location.

3. Infill Policy

Planning policy states that development in open countryside should only be permitted where it constitutes infilling within an otherwise built-up frontage. This site does not meet that condition. There is no development to the east of the proposed site, and it is not connected to Maylands Park. The application itself acknowledges that it does not "strictly meet the criteria," but goes on to describe the scheme as a "logical infill to Maylands Park." In our view, this is not a valid justification and should not be accepted.

4. Covenant Restricting Development

We are aware of a covenant restricting development to the north of the site. We request further details on the nature and relevance of this covenant.

5. Highway Safety and Access Issues

The proposed development raises significant road safety concerns and access issues. The pavement along Broad Lane is narrow and unsuitable for increased pedestrian use. Broad Lane already experiences heavy traffic, and recent reports confirm that vehicle speeds routinely exceed the limit by an average of 8mph. When this route was previously considered as an alternative access for Maylands Park, the scheme included a roundabout, which presented a completely different scenario. We recommend that a thorough traffic and road safety assessment be carried out and that substantial improvements to local road infrastructure are considered before any development is permitted.

19. Exclusion of all persons other than Stapeley & District Parish Council members and staff

That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of sensitive/confidential information.

The motion was not moved as no members of the public were present.

Part 2

20. Clerk Additional Hours

RESOLVED: to pay the clerk an additional 6.00 hours for hours worked more than contract between 28th April 2025 and 18th May 2025.

Meeting concluded at 8:50 pm.

Chairman……. Date……

Council Meeting Dates 2025-26 – as resolved in item 13.

Month	Resolved Date	Notes
June 2025	**16th June 2025**	–
July 2025	**21st July 2025**	–
August 2025	Recess	–
September 2025	**15th September 2025**	–
October 2025	**20th October 2025**	–
November 2025	**17th November 2025**	–
December 2025	**15th December 2025**	–
January 2026	**19th January 2026**	–
February 2026	**16th February 2026**	–
March 2026	**16th March 2026**	–
April 2026	**20th April 2026**	Easter Monday is the 6th April in 2026, so no clash.
May 2026	**18th May 2026**	Early May Bank Holiday is the 4th May; Spring BH is 25th May

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Schedule of Payments – as resolved in item 16.

Stapeley & District Parish Council
Schedule of Payments
19th May 2025

	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
1	20/05/2025	Jofs Mowing	Grounds Maintenance - March and April	398.00		BT - Unity	LGA 1972 S 133	Yes
2	20/05/2025	Vorwerg Ltd (Bright & Beatiful)	Cleaning - Stapeley Community Hall - April 2025	496.57		BT - Unity	LGA 1972 S 133	Yes
3A	20/05/2025	Wayne Salisbury - Clerk	Tesco - Stationery (Paper)	9.80		BT - Unity	LGA 1972 S 111	Yes
3B	20/05/2025	Warbrook Creative	Website & Email - Hosting Updgrade	88.20		BT - Unity	LGA 1972 S 111	Yes
3C	20/05/2025	Cllr J Hillman	Crewe Road Nurseries - Community Hall Planters	109.91		BT - Unity	LGA 1972 S 133	Yes
			Total	**1102.48**				

Payments made as per the annual approved payments list								
	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
4	12/05/2025	Octopus Energy	Community Hall - Gas (29/11/24 to 02/04/25) Electric (01/04/25 to 02/04/25)	1139.62		DD - Unity	LGA 1972 S 133	Yes
5	14/05/2025	Octopus Energy	Community Hall - Gas (03/04/25 to 30/04/25) Electric (03/04/25 to 30/04/25)	356.75		DD - Unity	LGA 1972 S 133	Yes
6	14/05/2025	West Mercia Energy	Community Hall - Electricity Charge (01/03/25 to 31/03/25)	118.99		DD - Unity	LGA 1972 S 133	Yes
7	01/05/2025	Greenzone	Community Hall - Waste Collection (1st to 29th May)	103.97		DD - Unity	LGA 1972 S 133	Yes
			Total	**1719.33**				

Payments made as previously resolved at a meeting or to avoid late payment								
	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
	30/04/2025	Unity Trust Bank	Service Charge	6.00		BT - Unity	LGA 1972 S 111	Yes
			Total	**6.00**				

Invoices checked and verified at the meeting held on 19th May 2025

Cllr J Gibbs 19/05/25

Cllr - Proposer - Sign & Date

Cllr M Aspaturian 19/05/25

Cllr - Seconder - Sign & Date

Receipts - April 2025		
Date	**Amount**	**Details**
04/04/2025	£10,000.00	Cheshire East - Precept
07/04/2025	£60.00	Community Hall - Occasional Hire
07/04/2025	£45.00	Community Hall - Occasional Hire
07/04/2025	£45.00	Community Hall - Occasional Hire
08/04/2025	£255.00	Community Hall - Regular Hire
10/04/2025	£120.00	Community Hall - Regular Hire
14/04/2025	£150.00	Community Hall - Regular Hire
14/04/2025	£120.00	Community Hall - Regular Hire
15/04/2025	£160.00	Community Hall - Occasional Hire
15/04/2025	£262.50	Community Hall - Regular Hire
	£11,217.50	

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