Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

9th September 2025

To: **Members of Stapeley & District Parish Council**

Dear Councillor
You are summoned to attend the **Ordinary Meeting** of **Stapeley & District Parish Council** which will be held on **Monday 15th September 2025** at **7:30pm** at **Stapeley Community Hall, Pear Tree Field, Stapeley, CW5 7GW.**

Yours sincerely

Wayne Salisbury
Clerk and Responsible Financial Officer

Agenda

1. **To receive apologies for absence**
   To receive any apologies for absence. Apologies for absence should be notified to the Clerk as soon as possible prior to the meeting.

2. **Declarations of Interest and Dispensation Considerations**
   a) To receive declarations of any Disclosable Pecuniary Interests relating to items on the agenda and their nature.
   b) To receive declarations of any Other Interests relating to items on the agenda, and their nature.
   c) To note any dispensations granted prior to the meeting.

3. **Minutes of the previous meeting**
   a) To approve as a correct record the minutes of the meeting of the Council held on Monday 21st July 2025 and discuss any matters arising which are not specific items on this agenda.
   b) To approve as a correct record the minutes of the meeting of the Council held on Thursday 31st July 2025 and discuss any matters arising which are not specific items on this agenda.
   c) To approve as a correct record the minutes of the meeting of the Council held on Thursday 21st August 2025 and discuss any matters arising which are not specific items on this agenda.
   d) To approve as a correct record the minutes of the meeting of the Council held on Monday 8th September 2025 and discuss any matters arising which are not specific items on this agenda.

4. **Public Participation.**
   - A period not exceeding 15 minutes for members of the public to ask questions and submit comments.
   - Please submit your questions or comments to the Clerk by emailing the address above before 9 am on the day of the meeting to ensure inclusion.

5. **Cheshire East Borough Councillor's report**
   To receive a report on any matters of interest relating to the parish. Following the report, members will be allowed to direct any questions to the Councillor.

6. **Authorisation of payments**
   To consider the approval of payments for September 2025 (payment schedule to follow from the Clerk).

7. **Clerk's Report**
   To receive a report from the Clerk.

8. **External Audit**
   To receive an update on the Council's external audit for 2024-25 and to consider accepting the report and conclusion notice from the external auditor.

9. **Planning**
   a) To consider the following planning applications.

Reference	25/3164/FUL
Type of Application	Full Planning
Location	Stapeley Lodge Farm First Dig Lane, Stapeley, Nantwich, Cheshire East, CW5 7JT
Proposal	Conversion and change of use of an existing agricultural building to one residential dwelling house
Deadline for Comments	7th October 2025
Cheshire East | pa.cheshireeast.gov.uk | Application | 401681.	

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

10. **Community Infrastructure Levy (CIL)**
    To receive an update on received CIL payments and to discuss areas CIL funds could be used.

11. **Road Safety Working Group**
    To receive an update on activity (including speed watch) from the road safety working group.

12. **Community Hall Maintenance**
    To consider quotes received for the replacement fitting of new curtains.

13. **Talbot Way Pond Area Fence Replacement**
    To consider quotes received for the replacement of the boundary fence at the Talbot Way Pond Area.

14. **Talbot Way Pond Area**
    To review the quote specification document and to consider any further required decisions.

15. **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.

Part 2

16. **Clerk Additional Hours**
    To consider the payment of any additional hours worked by the clerk

17. **Pay Scales - Local Government Services Pay Agreement 2025**
    To note the updated NALC pay scale for the Clerk's employment and to note the back payment of hours worked with the revised pay scale applied. (as per the clerk's contract).

18. **Clerks SLCC Membership**
    To consider the continued membership of the clerk to the Society of Local Council Clerks.

19. **SLCC National Conference**
    To consider the clerk attending the SLCC National Conference in October 2025 and the payment of associated costs. (as recommended by the Staffing Committee).