Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

13th October 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 20th October 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**
   To approve as a correct record the minutes of the meeting of the Council held on Monday 15th 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 October 2025 (payment schedule to follow from the Clerk).

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

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

9. **Budget Review**
   To review and approve expenditure against the budget for the 2nd quarter of the 2025-26 Council year.

10. **Bank Reconciliation**
    To verify the bank reconciliation as of 30th September 2025. (2nd quarter of the 2025-26 Council year)

11. **Accounting Audit**
    To consider a report following a member audit of entries within the council's accounts for the 2nd quarter of the 2025-26 Council year.

12. **Talbot Way Pond Area**
    To consider quotes received for the reinstatement of a pond and associated landscaping works at Talbot Way Pond Area.

13. **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

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