Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

11th November 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 17th November 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 20th October 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. Chair's Report
To receive a report from the Chair.

8. Clerk's Report
To receive a report from the Clerk.

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

Reference	25/4040/HOUS
Type of Application	Householder
Location	13 Buttonbush Drive, Stapeley, Nantwich, Cheshire East, CW5 7SJ
Proposal	Proposed Single Storey Extension to the Rear Elevation of the Property.
Deadline for Comments	25th November 2025
Cheshire East | pa.cheshireeast.gov.uk | Application | 402613	

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

10. Road Safety Working Group
a) To receive an update on activity (including speed watch) from the road safety working group.
b) To consider an amendment to the terms of reference of the Road Safety Working Group.

11. IT Policy
To consider the adoption of a new Information Technology (IT) Policy.

12. Social Media Policy
To consider the adoption of a revised social media Policy.

13. Unmetered Energy Supply Contract (Street Lighting)
To consider moving to a new supplier following the current supplier entering administration.

14. Talbot Way Pond Area
To consider the quotes received relating to the refurbishment of and reinstatement of the Talbot Way Pond Area.

15. Budget Setting Process
a) To review the expenditure and income forecast for 2025-26.
b) To consider any proposals from members for expenditure to be considered in preparation of the 2026-2027 draft budget.

16. 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

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