Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

14th April 2026

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 April 2026** 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 16th March 2026 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 April 2026 (payment schedule to follow from the Clerk).

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

8. Planning

a) To consider the following planning applications.

Reference	26/1278/HOUS
Type of Application	Householder
Location	12 Burgess Close, Stapeley, Nantwich, Cheshire East, CW5 7GB
Proposal	Extension with Link to Hydro Fitness Pool, Bar, and Internal Alterations
Deadline for Comments	3rd may 2026
Cheshire East | pa.cheshireeast.gov.uk | Application | 404546	

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

9. CIL Working Group (Community Infrastructure Levy)

a) To consider an update to the CIL Working Group Terms of Reference.
b) To consider the appointment of an additional member to the CIL Working Group.
c) To receive an update on expenditure proposals and to consider any required decisions relating to consultation approach.

10. Community Hall Maintenance

To receive an update relating to the installation of a fixed telephone line to enable an internet connection, and to consider any further required decisions.

11. Community Hall Cleaning Contract

To consider the price increase from the incumbent cleaning contractor effective from 1st May 2026.

12. Publication Scheme

To consider and approve the Council's Publication Scheme.

13. CCTV Policy

To consider and approve the Council's CCTV Policy.

14. Road Traffic Survey

To consider options and quotes received for the commissioning of a road traffic survey.

15. Bank Reconciliation

To verify the bank reconciliation up to the 31st March 2026 (4th Quarter)

16. Accounting Audit

To consider a report following a member audit of entries within the council's accounts for the 4th quarter of the 2025-26 Council year.

17. Budget Review

To review and approve expenditure against the budget for the 4th quarter of the 2025-26 Council year.

18. Budget Position

To review and approve the final budget position for the conclusion of the 2025-26 Council year.

19. 2026-27 Reserves

To consider earmarked reserves for 2026-27.

20. 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

21. Clerk Additional Hours

To consider the payment of any additional hours worked by the clerk