Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

12th May 2026

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

Dear Councillor
You are summoned to attend the **Annual Meeting** of **Stapeley & District Parish Council** which will be held on **Monday 18th May 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. **Election of Chair**
   To elect a Chair of the Parish Council for the ensuing year of 2026-27.

2. **Election of Vice Chair**
   To elect a Vice Chair of the Parish Council for the ensuing year of 2026-27.

3. **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.

4. **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.

5. **Minutes of the previous meeting**
   To approve as a correct record the minutes of the meeting of the Council held on Monday 20th April 2026 and discuss any matters arising which are not specific items on this agenda.

6. **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.

7. **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.

8. **Committee's 2026-27**
   a) To consider membership of the Parish Council Staffing Committee. (4 Seats)
   b) To consider membership of the Parish Council Complaints Committee. (3 Seats)

9. Working Groups 2026-27

a) To consider membership of the Parish Council Conservation Area Working Group.
b) To consider membership of the Parish Council Victorian Orchard Working Group.
c) To consider membership of the Parish Council Road Safety and Speed Watch Working Group.
d) To consider membership of the Parish Council Community Infrastructure Levy (CIL) Working Group.

10. Support Services

a) To approve the ongoing appointment of JDH Business Services for internal audit services.
b) To approve the ongoing appointment of Shires Accountants for payroll services.

11. Council Meeting Dates

To consider the dates of full council meetings for the 2026-27 Council year.

12. External Bodies

To receive a report from the trustees of Batherton and Stapeley Charities. (Wybunbury United Charities)

13. Insurance

To consider the quote received for the renewal of the Council insurance policy.

14. Authorisation of payments

To consider the approval of payments for May 2026 (payment schedule to follow from the Clerk).

15. Clerk's Report

a) To receive a report from the Clerk.
b) To consider correspondence entered into the meeting.

16. Planning

a) To consider a response to the following appeal to the secretary of state.

Reference	24/1146N
Type of Application	Full Planning
Location	STAPELEY COMMUNITY HALL Pear Tree Field, Stapeley, Nantwich, Cheshire East, CW5 7GZ
Proposal	Proposed detached one bedroom bungalow
Deadline for Comments	2nd June 2026
Cheshire East | pa.cheshireeast.gov.uk | Application | 129345	

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

17. CIL Working Group (Community Infrastructure Levy)

To receive an update from the CIL Working Group and to consider any required decisions.

18. Hall Hire Request, Community Fundraiser Event

To consider a request for hire at a reduced rate for a community fundraising event.

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.

Part 2

20. Clerk Additional Hours

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