Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

15th September 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 21st September 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 20th July 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 statements.

   - Members of the public wishing to ask a question or make a statement during this item must register with the Clerk by emailing clerk@stapeleyparishcouncil.gov.uk before 9.00 am on the day of the meeting. Only those who have registered in advance will be able to participate in this item.

   - Members of the public are welcome to attend the meeting to observe without speaking. However, where possible, the Council would appreciate observers also registering their attendance in advance by emailing clerk@stapeleyparishcouncil.gov.uk, so that the meeting room can be set up accordingly.

5. **Cheshire East Borough Councillor's report**
   a) To receive reports from Cheshire East Borough Councillors. Members are asked to allow the reports to be presented in full before raising any questions.
   b) Following completion of the reports, for members to direct any questions to the Cheshire East Borough Councillors.

6. **Clerk's Report**
   a) To receive a report from the Clerk.
   b) To receive correspondence entered into the meeting.

7. **Planning**
   a) To note comments submitted by Clerk since the last meeting.

Reference	26/2755/HOUS	Deadline for Comments	28th August 2026
Type of Application	Householder		
Location	114 London Road, Stapeley, Nantwich, Cheshire East, CW5 7JN		
Proposal	Demolition of attached garage. Side and rear extensions to bungalow. Raising of roof and general renovation inside and outside. Creation of first floor accommodation.		
Cheshire East | pa.cheshireeast.gov.uk | Application | 406188			

- Comment Submitted: *Stapeley & District Parish Council has no comments to make on this application.*

Reference	26/3079/HOUS	Deadline for Comments	18th September 2026
Type of Application	Householder		
Location	Construction of detached garage		
Proposal	73 London Road, Stapeley, Nantwich, Cheshire East, CW5 7JN		
Cheshire East | pa.cheshireeast.gov.uk | Application | 406385			

- Comment Submitted: *Stapeley & District Parish has no comments to make on this application.*

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

8. Road Safety Working Group
To receive an update from the Road Safety Working Group and to consider any required decisions.

9. Traffic Survey
To receive the traffic assessment report commissioned by the Parish Council and to consider any further action.

10. CIL Working Group (Community Infrastructure Levy)
a) To receive feedback on the recently completed CIL resident survey.
b) To receive any further update from the CIL Working Group and to consider any required decisions.

11. Stapeley Parish Action Group Funds
To consider accepting funds from the Stapeley Parish Action Group.

12. Community Hall Hire
To consider a request from a regular hirer to permit an increase in capacity of the hall.

13. Talbot Way Pond Area
a) To receive an update on the works completed at the Talbot Way Pond Area.
b) To consider arrangements relating to management, access and use of the Talbot Way Pond Area.

14. Neighbourhood Plan Review Steering Group
a) To consider terms of reference and the formation of a Neighbourhood Plan Review Steering Group
b) To consider membership of a Neighbourhood Plan Review Steering Group

15. External Audit
To receive an update on the Council's external audit for 2025-26 and to consider accepting the report and conclusion notice from the external auditor.

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

17. 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.

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

19. Pay Scales - Local Government Services Pay Agreement 2026
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).

20. Clerks SLCC Membership
To consider the continued membership of the Clerk to the Society of Local Council Clerks.

21. SLCC National Conference
To consider the Clerk attending the SLCC National Conference in October 2026 and the payment of associated costs.