Email: clerk@stapeleyparishcouncil.gov.uk

Website: www.stapeleyparishcouncil.gov.uk

Tel: 07449 457136

10th November 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 16th November 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 19th October 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**
   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 November 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	26/3849/FUL
Type of Application	Full Planning
Location	CREWE VAGRANTS SPORTS CLUB Newcastle Road, Blakelow, Nantwich, Cheshire East, CW5 7EP
Proposal	Extensions and internal remodelling of the existing sports club facilities with some landscape improvements.
Deadline for Comments	26th November 2026
Cheshire East | pa.cheshireeast.gov.uk | Application | 407298	

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

c) To consider representation at the strategic Planning Board Meeting on 18th November 2026.

9. CIL Working Group (Community Infrastructure Levy)
To receive an update from the CIL Working Group and to consider any required decisions.

10. Talbot Way Pond Area
To receive an update from the Conservation Area Working Group and to consider any required decisions.

11. Neighbourhood Plan Review Steering Group
To consider further membership of a Neighbourhood Plan Review Steering Group (2)

12. Bank Reconciliation
To verify the bank reconciliation as of 30th September 2026. (2nd quarter of the 2026-27 Council year) (Deferred from the October meeting).

13. Complaints Procedure
To consider for adoption an updated Complaints Procedure.

14. Complaints Committee Terms of Reference
To consider for adoption an update to the Complaints Committee Terms of Reference.

15. Budget Setting Process
a) To review the expenditure and income forecast and forecasted budget position for 2026-27.
b) To receive any suggestions from members for expenditure to be considered in preparation of the 2027-28 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.

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