

**MINUTES OF THE MEETING OF MALPAS PARISH COUNCIL
HELD ON MONDAY 8TH MAY 2017 IN THE JUBILEE HALL AT 7 PM**

<p>PRESENT Cllrs Katie Norris (Chairman), John Webb (Vice Chairman), Chris Whitehurst, Adrian Waddelove, Sue Griffith, Eric Bickley, Tina Barnett, Ann Woollam, Martin Shackleton, Karen Meredith, Roma Hancock, Charles Lowick Higgle. The Clerk. Five members of the public attended part of the meeting.</p>	
<p>1 APOLOGIES Cllrs John Bickley, Sarah Thomas.</p>	
<p>2 DECLARATION OF INTERESTS Cllr Lowick Higgle declared a non-pecuniary interest in items 14.3 and 16 of the minutes. Cllr Meredith declared a pecuniary interest in item 25 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in items 14.3, 16.2, 16.5 and 16.7 of the minutes. Cllr Webb declared a non-pecuniary interest in item 14.4, 16.1, 16.2, 16.7, 16.8 and 24 of the minutes. Cllr Eric Bickley declared a pecuniary interest in item 21 of the minutes.</p>	
<p>3. ELECTION OF CHAIRMAN FOR 2017 - 2018 Resolved:- Cllr Norris was proposed for the position of Chairman by Cllr Webb and seconded by Cllr Shackleton. Cllr Norris was duly elected as Chairman for 2017 - 18. She then signed the acceptance of office declaration.</p>	
<p>4. ELECTION OF VICE CHAIRMAN FOR 2017 - 2018 Resolved:- Cllr Webb was proposed for the position of Vice Chairman by Cllr Shackleton and seconded by Cllr Eric Bickley. Cllr Webb was duly elected as Vice Chairman for 2017 - 18. He then signed the acceptance of office declaration.</p>	
<p>5. ADOPTION OF CODE OF CONDUCT Resolved:- The Council agreed to adopt the Code of Conduct for Members adopted by Cheshire West and Chester Council on 26 July 2012 and attached at (Appendix A) as the council's code of conduct under section 27(2) and 27(3) of the Localism Act 2011. Proposed by Cllr Webb and seconded by Cllr Lowick Higgle.</p>	
<p>6. CHAIRMANS REPORT See attached for Chairman's Report. Cllr Norris formally thanked Cllr Lowick Higgle for his service as Chairman.</p>	
<p>7. STANDING ORDERS The Council agreed to defer this item until the Internal Procedures working group has met.</p>	
<p>8. FINANCIAL REGULATIONS 8.1 <u>Adoption of Financial Regulations:-</u> The Council agreed to defer this item until the Internal Procedures working group has met. Resolved: - The Council agreed to the following:- 8.2 Appointment of Ruth Shackleton as the Responsible Financial Officer 8.3 Appointment of Harper Wright as the Internal Auditor 8.4 Appointment of Cllrs Hancock, Lowick Higgle, Norris and Meredith as Bank</p>	

Signatories.

The above were proposed by Cllr Webb and seconded by Cllr Woollam.

9. APPROVAL OF THE MINUTES

Resolved: - The Chairman is to sign the minutes of the Parish Council meeting that was held on 13th March 2017, after the numbering has been amended, as a true and proper record. Proposed by Cllr Webb and seconded by Cllr Eric Bickley.

10. OPEN FORUM

Ian Noscoe, the new site manager Bovis Homes site, attended the meeting. Cllrs raised the following requests / concerns:-

- Parking on Chester Road.
- Noise levels of the generator and water pump at the site.
- General lack of consideration for neighbouring residents.
- Site gates left open overnight and at weekends.
- Delivery vehicles not using the correct access route to the site.
- Request that the regular monthly meetings are reinstated so as to deal with any potential problems before they arise.
- Dust at the site.
- Pleased with the swift response to the letter that was sent to the new Chief Executive of Bovis Homes.

The site manager has agreed to look into the above matters.

11. POLICE REPORT

In the absence of the police there was no consideration of this item in detail. The Council has been informed of recent thefts from outbuildings. Cllrs are due to meet with Superintendent Peter Crowcroft to discuss the role of the PCSO in Malpas on Wednesday 10th May.

12. ACCOUNTS**12.1 Payments Approved:-**

Chq No	Payee	Statutory Power	Amount
131	Running Costs	s.111	£ 93.17
132	St Oswald's Church (Malpas Parish News)	s.111	£ 60.00
133	NMHD Parish Council (part payment of training course ran by CHALC)	s.111	£ 15.00
134	Victoria Jubilee Hall	s.111	£ 33.00

The Clerk's salary was paid by standing order.

Receipts Received:-

Precept:- £20,800.00

Bank Account:-

The reconciled balance in the current bank account as at 1st April 2017 was £55,857.98. The funds are allocated as follows:-

- Parish Council - £8,266.32
- Christmas Lights Funding - £846.24
- New Homes Bonus - £44,351.00

- Allotments (balance of £3,600 transferred from NHB allocation) - £1,367.00
- Allotment Deposits (ring fence in accounts) - £300.00
- Neighbourhood Plan - £727.42

Resolved: - The Council agreed to the above payments. Proposed by Cllr Webb and seconded by Cllr Hancock.

Payment of the invoice for the information boards is to be deferred until the items have been delivered. Proposed by Cllr Shackleton and seconded by Cllr Barnett.

12.2 To approve payment of Insurance:-

This item was deferred as the insurance company have not sent the policy details.

12.3 To approve Financial Risk Assessment:-

The Council agreed to defer this item until the Internal Procedures working group has met.

13 INTERNAL AUDIT

The audit has now been completed and is due to be sent to the internal auditor.

14 ELECTION OF REPRESENTATIVES

Burial Board	Cllrs Hancock, Waddelove, Eric Bickley
Cheshire Assoc. of Town and Parish Councils	Cllrs Meredith, Woollam and Lowick Higgle
Recreation Ground Committee	Cllrs Griffith, John Bickley
Young Persons Project	Cllr Shackleton
Planning Steering Group	All Cllrs who are available to attend
Victoria Jubilee Hall Committee	Cllr Eric Bickley
Financial Scrutiniser	Cllr Webb
Internal Procedures Working Group	Cllrs Webb, Whitehurst, Waddelove, Hancock, Lowick Higgle, Norris

Resolved:- The Council agreed to the above election of the above representatives. Proposed by Cllr Webb and seconded by Cllr Woollam.

15 INTERNAL PROCEEDURES

The working group are due to meet on Wednesday 31st May to go through the paperwork.

16 GRANTS

The Council has allocated up to £8,000.00 towards grant payments for the current financial year and has received grants requests totalling £14,000.00.

Resolved:- The Council considered each grant request and agreed to the following:-

16.1 Malpas Young Persons' Centre - £1,500.00

Proposed by Cllr Shackleton and seconded by Cllr Barnett.

16.2 Village Fair Committee – to agree to pay the cost of the road closure for the event.

Proposed by Cllr Shackleton and seconded by Cllr Barnett.

16.3 Walking for Health - £500.00

Proposed by Cllr Shackleton and seconded by Cllr Norris.

16.4 Malpas Cricket Club - £1,000.00 (Due to the request being made for a capital asset purchase this amount is to be paid out of the New Homes Bonus and not the sum that was allocated towards grant payments)

Proposed by Cllr Webb and seconded by Cllr Shackleton.

16.5 Malpas Ladies Choir - £500.00

Proposed by Cllr Webb and seconded by Cllr Shackleton.

16.6 Victoria Jubilee Hall – the Council would prefer to pay for a specific item of expenditure and are to request for a programme of works before a decision is made regarding allocation of funds

Proposed by Cllr Waddelove and seconded by Cllr Shackleton.

16.7 Malpas and District Community Land Trust – consideration of the grant was deferred until a decision has been made as to whether the CLT are to take over Castle Mound.

Proposed by Cllr Lowick Higgle and seconded by Cllr Waddelove.

16.8 Malpas Community Mini Bus - £1,500.00 (payment to be deferred until the minibus is purchased and an effective management operation has been established.)

Proposed by Cllr Shackleton and seconded by Cllr Barnett.

17 SURGERY ROTA

17.1 To receive update from May surgery:-

ISSUE	CONCERNS RAISED AND ACTION TAKEN
(i) Bovis Homes	Various concerns raised regarding landscaping at the site
(ii) Bus Service	Query regarding bus service to Whitchurch.
(iii) Springfield Road	Concerns raised regarding state of garden. Matter to be reported to environmental health.

313.2 To establish rota for future surgeries:-

June:- Cllrs Higgle and Thomas

July:- Cllr Griffith

The Chairman and clerk are to establish a rota for the whole year.

18 PLANNING

18.1 Applications:-

None have been received:-

18.2 To consider any applications received after the agenda has been distributed:-

Malpas Alport Primary school have submitted a planning application. The Council agreed to hold an extraordinary meeting on Monday 22nd May to consider the application.

18.3 Recent decisions by CW&C:-

Approved:-

17/00261/FUL – 48 Springfield Avenue, Malpas

17/00847/FUL – 41 Oak Tree Rise, Malpas

17/01107/FUL – The Bickerton, Cross o th Hill, Malpas

18.4 To receive planning updates:-

Nothing to report.

18.5 Bovis Development:-

See item 10 for update.

19 HIGHWAYS

19.1 Chester Road:-

No update regarding road signage for 30mph flashing sign.

19.2 Traffic Regulation Order on Old Hall Street:-

Resolved:- The Council agreed to support the Order to prohibit waiting on

	<p>the following lengths of road:-</p> <ul style="list-style-type: none"> • Oldhall Street (west side) – from a point 16 metres north of the centre-line of The Orchards to a point 16 metres south of the centre-line of The Orchards; • The Orchards (north side) – from its junction with Oldhall Street for a distance of 10 metres in a westerly direction; and • The Orchards (south side) – from its junction with Oldhall Street for a distance of 18 metres in a westerly direction. <p>Proposed by Cllr Webb and seconded by Cllr Shackleton.</p>	
20	<p>BUS SHELTERS</p> <p>Ongoing with CW&C.</p>	
21	<p>ALLOTMENTS</p> <p>The Council are to speak with the current allotment holders regarding the requirements of the proposed site works including linking a tap to the water supply at the site.</p> <p>A resident has expressed an interest in renting an allotment, the relevant paperwork has been sent.</p>	
22	<p>PARISH INFORMATION BOARDS</p> <p>The information boards are due to be signed off by the Clerk once the final amendments have been actioned and approved.</p> <p>Permission request has been sent to Highways for the information board due to be located on Chester Road.</p> <p>The third information board is to be located at St Oswald’s Church. Design yet to be started. The Clerk has spoken with the Rector and he has advised of the process as the PCC need to authorise the information board and permission is also required from the diocese.</p>	
23	<p>VILLAGE BOUNDARY SIGNS</p> <p>Cllr Whitehurst informed the meeting that the daughter of the artist has given her permission for the painting of Malpas to be used on the village boundary signs. Cllr Whitehurst is to progress the matter with CW&C.</p>	
24	<p>COMMUNITY MINIBUS</p> <p>Four Drivers have successfully trained on MiDAS scheme - 3 for Malpas OPAL club, 1 for Malpas YPC. There has been no interest expressed by other groups, nor other volunteer drivers come forward.</p> <p>A Local Qualified Mechanic / Engineer has been identified to provide mechanical oversight.</p>	
25	<p>MALPAS ALPORT PRIMARY SCHOOL</p> <p>The Council agreed to refer to the previous comments with regards to their response to the consultation to permanently increase the capacity of the school from 210 to 315 pupils through enlargement of the premises from 1st September 2018.</p>	
26	<p>TREE AT THE OX HAYES</p> <p>The Clerk has contacted Canon Davenport and the Alport to progress replacing the sycamore tree that was burnt down.</p>	
27	<p>HANGING BASKETS</p> <p>Gallery Flowers have quoted £25.00 per hanging basket. The Clerk is in the process on contacting local businesses for orders.</p>	

28 RED LION	
CW&C have replied to the email regarding the status of the ACV.	
29 CLERK'S REPORT	
(i) Recycling Bins	The Sports Club are in the process of relocating the site for the recycling bins. The Clerk has contacted CW&C regarding the bottle banks that were removed and to request that it is replaced and to request that the banks are emptied.
(ii) Dog Fouling	Placed order for six tins of pink spray paint.
30 EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX	
List previously circulated to Cllrs.	
31 UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES	
Nothing to report.	

The meeting closed at 9.30 p.m.

NB copies of the attachments can be obtained from the Parish Clerk

Website:- <http://www.malpascheshire.org/>