

# MALPAS PARISH COUNCIL

THE ANNUAL MEETING (first) OF MALPAS PARISH COUNCIL WILL BE  
HELD ON  
MONDAY 14<sup>TH</sup> MAY 2018 IN THE JUBILEE HALL AT 7.00PM

| AGENDA  | Presented By  |
|---|---------------|
| 1. APOLOGIES  | Standing Item |
| 2. DECLARATIONS OF INTEREST   | Standing Item |
| 3. ELECTION OF CHAIRMAN FOR 2018 - 2019<br>To receive the Chairman's Declaration of Acceptance of Office  | Standing Item |
| 4. ELECTION OF VICE CHAIRMAN FOR 2018 - 2019<br>To receive the Vice Chairman's Declaration of Acceptance of Office  | Standing Item |
| 5. ADOPTION OF CODE OF CONDUCT<br>To agree that the Council adopts 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. | Standing Item |
| 6. CHAIRMANS REPORT   | Standing Item |
| 7. STANDING ORDERS<br>To agree adoption of the Council's Standing Orders  | Standing Item |
| 8. FINANCIAL REGULATIONS<br>To agree:-<br>8.1 Adoption of Financial Regulations<br>8.2 Appointment of the Responsible Financial Officer<br>8.3 Appointment of the Internal Auditor<br>8.4 Appointment of Bank Signatories   | Standing Item |
| 9. APPROVAL OF THE MINUTES<br>Minutes of the business meeting held on 9 <sup>th</sup> April 2018 and the extraordinary meeting held on 25 <sup>th</sup> April 2018 (see Attachment A)   | Standing Item |
| 10. OPEN FORUM<br>• Malpas residents can raise issues with the Parish Council in open discussion  | Standing Item |
| 11. POLICE REPORT<br>To receive report  | Standing Item |
| 12. ACCOUNTS<br>12.1 To approve accounts, payments & bank reconciliation (see Attachment B)<br>12.2 To approve payment of Insurance<br>12.3 To approve Financial Risk Assessment (see Attachment C)   | Standing Item |

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| 13.   | INTERNAL AUDIT<br>To receive update   |   |               | Standing<br>Item |
| 14.   | ELECTION OF REPRESENTATIVES   |   |               | Standing<br>Item |
| 14.1  | Burial Board  |   | 3 councillors |                  |
| 14.2  | Cheshire Assoc. of Town and Parish Councils   |   | 3 councillors |                  |
| 14.3  | Recreation Ground Committee   |   | 3 councillors |                  |
| 14.4  | Young Persons Project   |   | 1 councillor  |                  |
| 14.5  | Planning Steering Group   |   |               |                  |
| 14.6  | Victoria Jubilee Hall Committee   |   | 1 councillor  |                  |
| 14.7  | Financial Scrutiniser   |   | 1 councillor  |                  |
| 14.8  | Internal Procedures Working Group   |   |               |                  |
| 15.   | GRANT APPLICATIONS<br>To consider the following requests for grants:-   |   |               | Standing<br>Item |
| 15.1  | 1st Malpas Scout Group  | £ | 840.00        |                  |
| 15.2  | ATC   | £ | 800.00        |                  |
| 15.3  | Beeches pre school  | £ | 609.30        |                  |
| 15.4  | Cheeky Monkeys  | £ | 933.78        |                  |
| 15.5  | Malpas Community Links  | £ | 3,000.00      |                  |
| 15.6  | Malpas Community Minibus  | £ | 1,500.00      |                  |
| 15.7  | Malpas Cricket Club (senior)  | £ | 800.00        |                  |
| 15.8  | Malpas Fair   | £ | 849.90        |                  |
| 15.9  | St Oswalds Church   | £ | 1,550.00      |                  |
| 15.10 | Tilston Play group  | £ | 305.76        |                  |
| 15.11 | Victoria Jubilee Hall   | £ | 1,238.88      |                  |
| 15.12 | Young Persons Centre  | £ | 1,500.00      |                  |
| 16.   | DONATION<br>To consider request received from North West Air Ambulance for a donation   |   |               | Standing<br>Item |
| 17.   | INTERNAL PROCEDURES<br>To receive update  |   |               | Standing<br>Item |
| 18.   | CESHIRE COMMUNITY ACTION<br>To consider membership  |   |               | Standing<br>Item |
| 19.   | PARISH COUNCIL PRIORITIES<br>To review priorities for 2018 – 19 financial year  |   |               | Standing<br>Item |
|       | <b>ITEMS FOR DECISION</b>   |   |               |                  |
| 20.   | SURGERY ROTA<br>To receive any updates (report previously circulated)   |   |               | Standing<br>Item |
| 21.   | PLANNING  |   |               | Standing<br>Item |
| 21.1  | <u>Applications: -</u><br>18/01617/FUL - Alternative design and siting for dwelling and annexe on Plot 9 (Planning approval 16/04716/FUL) at St Josephs College Tilston Road Malpas |   |               |                  |
| 21.2  | To consider any applications received after the agenda has been distributed   |   |               |                  |
| 21.3  | Recent decisions by CW&C  |   |               |                  |
| 21.4  | To receive planning updates   |   |               |                  |
| 21.5  | Bovis Development: - To receive update and agree action   |   |               |                  |
| 21.6  | Malpas Alport Primary School: - To receive update of building works   |   |               |                  |
| 21.7  | Chester Road:- to receive update regarding community health hub   |   |               |                  |
| 22.   | HIGHWAYS  |   |               | CW               |
| 22.1  | Footpath and access along Chester Road to Hampton: - to receive update  |   |               |                  |

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|---|---------------|
| 22.2 Potholes:- to receive report and agree action  |               |
| 23. ALLOTMENTS<br>Site Works:- to receive report  | CLH           |
| 24. PARISH INFORMATION BOARDS<br>To receive update and agree action   | SG            |
| 25. VILLAGE BOUNDARY SIGNS<br>To receive report and agree action  | SG / CW       |
| 26. APPEARANCE OF MALPAS<br>To receive report and agree any actions regarding general appearance of Malpas:-<br><ul style="list-style-type: none"> <li>• Agree action regarding budget;</li> <li>• Street furniture;</li> <li>• Hanging Baskets;</li> <li>• Floral Displays in the village and on The Cross;</li> <li>• To consider and approve payment of planters;</li> <li>• Malpas Tidy up day - Monday 21st May from 5 - 8 pm</li> </ul> | SG            |
| 27. MEMORIAL FOR PETER HOWELL<br>To receive update  | SG            |
| 28. BEST KEPT VILLAGE COMPETITION<br>To receive update and agree action   | Standing Item |
| 29. STEPS NEXT TO CROSS<br>To receive report and agree action   | Standing Item |
| <b>ITEMS TO RECEIVE UPDATES / REPORTS</b><br>Unless the Council agree that an item is so urgent it needs a decision immediately   |               |
| 30. CLERKS REPORT<br>To receive report (see Attachment D)   | Clerk         |
| 31. EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX<br>(The RED SUGGESTION BOX located in Londis near the Post Office counter)   | Standing Item |
| 32. UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES   | Standing Item |
| <b>PART TWO</b>   |               |
| PRESS AND PUBLIC<br>To resolve to exclude the press and members of the public   |               |
| 1. THE MOSSLANDS<br>To receive report and agree action  | AW            |
| 2. VILLAGE HIGHWAYS PLAN<br>To receive update   | CW            |

Signed By: - *Ruth Shackleton*  
Clerk

Date: - 8<sup>th</sup> May 2018