

**DRAFT MINUTES OF MALPAS PARISH COUNCIL
HELD ON MONDAY 13TH JANUARY 2020 IN THE JUBILEE HALL AT 7 PM**

	<p>PRESENT Cllrs. Richard Charlton (Chairman), Tina Barnett, Mike Boxall, Jackie Clegg, Charles Higgle, Michelle Lloyd, Karen Meredith, Enric Sabia Picton Hughes, Don Tulloch, John Webb, Chris Whitehurst, Michael Williams. The Clerk. Three members of the public attended part of the meeting.</p>	
220	<p>APOLOGIES Cllrs Roma Hancock, Adrian Waddelove.</p>	
221	<p>DECLARATION OF INTERESTS Cllr Whitehurst applied to the Council for a dispensation to speak and take part in item 247 of the minutes. The dispensation was granted. Cllr Clegg declared a pecuniary interest in item 228.2 of the minutes. Cllr Clegg declared a non-pecuniary interest in items 242 of the minutes. Cllr Whitehurst declared a pecuniary interest in item 228.2 of the minutes. Cllr Clegg declared a non-pecuniary interest in items 242 of the minutes. Cllr Higgle declared a non-pecuniary interest in item 239 of the minutes.</p>	
222	<p>APPROVAL OF THE MINUTES Resolved: - Item 208.2 was amended as follows:-‘that the Council support the request for a highways assessment to be carried out on Tilston Road. Proposed by Cllr Higgle and seconded by Cllr Webb. A vote took place and the Council voted not to support the proposal.’ The Chairman then signed the minutes of the Parish Council meeting that was held on 9th December 2019 as a true and proper record. Proposed by Cllr Charlton and seconded by Cllr Higgle. Cllr Whitehurst abstained from the vote.</p>	
223	<p>OPEN FORUM</p> <ul style="list-style-type: none"> • Emily Witter spoke to the meeting about volunteering her services to engage with the younger generation who live in the parish to make Malpas a better place for them to live in. • Cathy Reynolds spoke to the meeting regarding Highways concerns on Old Hall Street. Issues included inconsiderate parking by contractors working on the building sites at The Red Lion and the McCarthy Stone development; vehicle engines left running for long periods of time; inconsiderate parking on pavements; traffic congestion in the village; air pollution. A request was made for the construction projects to be better managed by CW&C so as to minimise disruption to the rest of the village. The Council have already spoken with the police regarding the matter who will issue fines to anyone found to be breaking the law. Rural Localities at CW&C are aware of the problems and the issues have been escalated. The Council are to write to CW&C and request that they liaise with the site foremen of both sites and to request that all departments (Highways, Planning and Localities) work together to co-ordinate building works so as to minimise disruption for local residents. 	

The Council are also to write to CW&C and request them to reconsider the closure of Church Street on 28th January as it will cause further disruption in the village for residents including Old Hall Street.

224 POLICE REPORT

PCSO Hurst sent his apologies.

The Council received the following police report for crimes reported in December:-

Offence	Details
Criminal Damage	Youths threw egg at window and smashed glass.
Shop-lifting	Meat joints stolen from local store.

- Residents are urged to report any incidents of anti-social or criminal behaviour by calling 101.

225 APRIL MEETING

Resolved: - The Council agreed to change the date of the April meeting to 20th April as the scheduled meeting falls on Easter Monday. Proposed by Cllr Webb and seconded by Cllr Lloyd.

226 ACCOUNTS

226.1 To approve payment of additional hours worked by the Clerk:-

Resolved: - The Council agreed to pay the Clerk for an additional 10.5 hours worked in December. Proposed by Cllr Charlton and seconded by Cllr Barnett.

226.2 To approve accounts, payments & bank reconciliation:-

226.2.1 Payments Approved:-

Chq No	Payee	Statutory Power	Amount
294	Running Costs	s.111	£ 59.71
295	Additional Hours worked by the Clerk	lga 112-119	£ 117.81
296	Victoria Jubilee Hall	s.111	£ 44.00

The Clerk's salary was paid by standing order.

226.2.2 Receipts Received as at 1st December 2019:-

Allotment Income:- £312.00
 Christmas Tree Income:- 165.00
 ATC Refund due to overpayment:- £72.14
 Zurich: refund insurance claim:- £537.60

226.2.3 Bank Account:-

The reconciled balance in the current bank account as at 1st December 2019 was £83,769.22.

The funds are allocated as follows:-

Parish Council - £25,960.06
 Christmas Lights Funding - £146.40
 New Homes Bonus - £53,535.50
 Allotments (balance of £3,600 transferred from NHB allocation) - £1,101.27
 Allotment Deposits (ring fence in accounts) - £500.00
 Neighbourhood Plan - £727.42
 Insurance claim - £1,798.57

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

226.3 To receive budget to date and forecast figures for 2019 - 2020:-

	<p>Cllrs commented / queried about certain items in the forecast (e.g. accuracy for the amount forecast for room hire and the hire of the cherry picker).</p> <p>Resolved: - The Council agreed to the accept the budget to date and forecast figures and to note the comments made including the forecasted surplus of funds. Proposed by Cllr Webb and seconded by Cllr Charlton.</p>	
<p>227</p>	<p>BUSINESS PRIORITIES</p> <p>The Council confirmed the following business priorities and projects for next financial year (2020 – 2021):-</p> <ul style="list-style-type: none"> (i) Car Parking (ii) Neighbourhood Plan Review (iii) Road Safety (iv) Village Integration Event (v) Climate Emergency <p>The Appearance of the Village is to be classed as ongoing maintenance. There are no further updates regarding final budgets and draft / final plans to deliver proposed business priorities.</p> <p>Resolved: - The Council agreed to the accept the above report. Proposed by Cllr Higgle and seconded by Cllr Picton Hughes.</p>	
<p>228</p> <p>228.1</p> <p>228.2</p>	<p>GRANT APPLICATION PROCESS</p> <p><u>To consider action required regarding grant application process:-</u></p> <p>The Council have allocated £10,000.00 towards grant payments for the 2020 – 21 financial year. Local groups / organisations are invited to apply for grants from the Council. All grant applications are to be submitted by 31 March 2020. The Clerk is to put a poster on noticeboards in the village and on social media. Previous grant applicants are to be invited to the Parish Meeting in May to update the Council with how they spent the grant they received in 2019 - 2020.</p> <p><u>Malpas VE 75 Years:-</u></p> <p>The Council have received a Grant Application for £5,000.00 from Malpas Community Links to support the event to be held in the village in May to commemorate the end of WW2.</p> <p>Resolved: - The Council agreed to the consider the Grant Application before the 31st March deadline for Grant Applications. The Council are to request that the committee do a brief presentation at the February meeting and provide financial information regarding costings for the event. Proposed by Cllr Webb and seconded by Cllr Picton Hughes. All Cllrs present voted in favour of the proposal apart from Cllr Higgle who voted against the proposal.</p>	
<p>229</p>	<p>BUDGET FOR 2020 - 21</p> <p>See attached for budget in respect of the 2020 – 2021 financial year.</p> <p>Resolved: - The Council agreed to accept the proposed budget for the 2020 – 2021 financial year, as the basis for determining the precept for 2020/21. It was agreed that the final budget will be revised and updated to reflect more accurate figures after the financial year end. Proposed by Cllr Higgle and seconded by Cllr Charlton.</p>	
<p>230</p>	<p>PRECEPT</p> <p>The 2020 – 2021 Local Council Tax Base for the parish of Malpas has been calculated as 979.9 for Band D equivalent properties.</p>	

<p>The Band D Local Council Tax Base for 2019 – 2020 was 916 for Band D equivalent properties.</p> <p>There is a budget of £10,000.00 earmarked for grants to local organisations. Cllr Boxall commented that the financial process had been dreadful.</p> <p>Resolved:- The Council agreed to set the precept for 2020 - 2021 financial year at £27,437.00. (see attachment). The Local Council Tax Charge for properties in Council Tax Band D will be £28.00 for 2020 – 2021. This represents a 2.5% increase. Proposed by Cllr Meredith and seconded by Cllr Whitehurst. All Cllrs voted in favour expect Cllr Higgle who voted against.</p>					
<p>231 INTERNAL PROCEDURES No update.</p>					
<p>232 CODE OF CONDUCT See attached for report regarding Code of Conduct and Process of Complaints available to the Council and Councillors. The report was noted.</p>					
<p>233 SURGERY ROTA To receive update from January surgery:-</p> <table border="1" data-bbox="129 846 1385 965"> <thead> <tr> <th data-bbox="129 846 568 887">ISSUE</th> <th data-bbox="568 846 1385 887">CONCERNS RAISED AND ACTION TAKEN</th> </tr> </thead> <tbody> <tr> <td data-bbox="129 887 568 965">(i) Lighting on Well Street</td> <td data-bbox="568 887 1385 965">Concerns raised, now resolved.</td> </tr> </tbody> </table>	ISSUE	CONCERNS RAISED AND ACTION TAKEN	(i) Lighting on Well Street	Concerns raised, now resolved.	
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<p>234 PLANNING</p> <p>234.1 <u>Applications:-</u> <u>Applications: -</u> 19/04386/FUL - Two storey extension to side and single storey extension with balcony to rear at 2 Beeches Villas Tilston Road Overton Malpas Observations:- The Council draw attention to Policy BE3 of the neighbourhood plan and note that this is a large extension. The Council would want to ensure that the extension didn't affect the neighbour's amenities. There have been two earlier planning application for this property. 16/03438/FUL single storey rear extension and two storey side extension Approval was granted on 30.9.16 and work was to be started within 3 years. This was also a large extension. 16/04457/HHE single storey extension to rear – prior approval was not needed. The extension extended 4.2 meters beyond the existing rear extension wall, it was to demolish existing rear lean to and to replace it. The work was to be completed by 30 May 2019. Concerns regarding the visual impact of the proposed development in open countryside. Proposed by Cllr Whitehurst and seconded by Cllr Charlton.</p> <p>234.2 <u>To consider any applications received after the agenda has been distributed</u> None have been received.</p> <p>234.3 <u>Recent decisions by CW&C:-</u> <u>Approved:-</u> 19/18/02090/FUL- Land at The Sycamores Old Hall Street Malpas 19/03346/FUL - Woodhey 3 Beeches Close Malpas SY14 7BZ 19/03740/FUL - Alport Farm Overton Heath Lane Overton Malpas 18/04056/FUL – Land rear of Broselake Cottage, Greenway Lane, Malpas</p> <p>234.4 <u>To receive planning updates:-</u> No updates.</p> <p>234.5 <u>Bovis Development:-</u> No updates.</p>					

<p>234.6 <u>Chester Road Development:-</u> No updates.</p> <p>234.7 <u>Neighbouring Parish Council:-</u> 19/03765/FUL - Change of use from residential (Use Class C3) to residential institutions (Use Class C2) including external alterations at Council Houses Cholmondeley Road Hampton Malpas. No Man's Heath and District Parish Council are due to hold an extraordinary meeting regarding the planning application. Cllrs Webb and Lloyd agreed to represent the Council at the meeting and report back to the February meeting.</p>	
<p>235 BUS SHELTER ON OLD HALL STREET No further update at present.</p>	
<p>236 ALLOTMENTS / THE MOSSLANDS</p> <p>236.1 <u>Update:-</u></p> <ul style="list-style-type: none"> • Works are still required at the site in order to comply with the planning regulations; • The Clerk has contacted the next people on the list to progress allocation of the vacant plots. 	
<p>237 APPEARANCE OF MALPAS</p> <p>237.1 <u>Planters:-</u> The Clerk has arranged a meeting on 17 January with CW&C to discuss the planter locations on Chester Road, Wrexham Road and Old Hall Street.</p> <p>237.2 <u>Dog Waste Bag Dispensers:-</u> The Clerk has arranged a meeting on 17 January with CW&C to discuss the locations for the dog waste bag dispensers.</p>	
<p>238 HIGHWAYS</p> <p>238.1 <u>Springfields:-</u> The item is to be considered in part 2.</p> <p>238.2 <u>Speed Limit on Tilston Road:-</u> The Clerk has contacted No Mans Heath and District Parish Council to advise that the Council do not wish to support their request for a highways assessment to be carried out on Tilston Road.</p> <p>238.3 <u>Junction bottom of Well Street:-</u> CW&C have inspected and noted that the location does not merit taking a proposal to the Department of Transport for a stop line as there is sufficient visibility. CW&C noted that the road markings are faded and the previously blacked out markings are showing through. These will be renewed / removed when the contractor is next in the area. The Clerk is to request that the lines are repainted further along the road.</p> <p>238.4 <u>H Bars:-</u> The Clerk is to forward to costings for H bars to Cllr Whitehurst.</p>	
<p>239 NEIGHBOURHOOD PLAN Cllr Boxall circulated the following report:- The Steering Group has not met since the last Parish Council meeting, but will be meeting on Wednesday 15th January. The main items for discussion are to consider the form and content of the Monitoring Report required by CWaC (this will look at how effective the Neighbourhood Plan has been in influencing Planning decisions), and to review a draft paper comparing the Neighbourhood Plan with the CWaC Local Plans, published since our NP was written. If anyone would like to see copies of the papers from the Steering Group, please let Cllr Boxall know.</p>	

Since the budget discussion last week Cllr Boxall has also been in touch with Locality (the central government body responsible for administering the system of grants to Parish councils for support in (re)writing Neighbourhood Plans). It is impossible to get a cast iron guarantee on the availability of funding, but has been advised: "I've received your enquiry via the advice service. So long as what you're applying for is eligible and within the time constraints i.e. to be spent before the end of the year, you've clearly read the guidance notes and the roadmap so for instance if you're employing a consultant that the fee they charge is within the day rate. I don't predict any problems, if we receive your application and we have questions we always contact the applicant to ask for more information than rejecting applications outright.

I'm afraid I wouldn't be able to guarantee that an application would be funded based on an enquiry rather than submitting a complete application but I hope this provides you with the assurance you need. Lastly, I do tend to recommend groups put some money aside in the precept each year for contingency."

Cllr Boxall thinks this is as close as the Council will get to a guarantee that a grant will be available in 2020 - 21. He suggests that the Council puts a modest contingency (no more than £1,000.00) into the budget for next financial year. If, for some reason, the Council cannot get the grant expected, Cllr Boxall suggested that the Council could still decide to dip into reserves during 2020 - 21 or defer the review of the Neighbourhood Plan until the following year.

Resolved:- the report be noted. Proposed by Cllr Higgle and seconded by Cllr Webb.

240 CHRISTMAS EVENT

This item was deferred to the February meeting.

241 SPEED GUN

There is to be a training session on how to use the speed gun on 28th January.

242 MALPAS VE 75 COMMEMORATION EVENT

See item 228.2.

243 CLERK'S REPORT

(i) Grit Bins	CW&C have advised that the contractor has now installed the grit bins at the locations requested.
(ii) Cuddington parish	Request made by Cuddington Parish Meeting to merge with Malpas Parish Council has been sent to CW&C.
(iii) Jubilee Clock	Reschedule annual service.
(iv) Remembrance Parade	Email sent to Police Commissioner:- Further to your letter regarding the policing of Remembrance Day parades, Malpas Parish Council has to submit their precept request to CW&C in January for the 2020 - 2021 financial year therefore will have to make a provision for policing the Remembrance Day parade. I would therefore be grateful if you could please provide an approximate idea of the costs to police the Remembrance Day parade in Malpas. Reply received which states that Cheshire Constabulary will be maintaining support at events next year that has been provided in previous years. Cheshire Police will continue to work closely with local authorities and event organisers 2020 to

		support Remembrance Day ceremonies and parades.	
	(v) Tilston Road flooding	Reported to Highways.	
	(vi) Planning	Tilston Parish Council have confirmed that they post every planning application received on their Facebook page.	
	(vii) Ownership of the Cross	Ongoing enquiries.	
	(viii) Pothole	Reported to Highways – Cross o the Hill.	
	(ix) Mud on Bickerton Road	Reported to Highways	
244	EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
245	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES No updates.		
246	PRESS AND PUBLIC Resolved:- To resolve to exclude the press and members of the public as the items to be discussed relate to contractual matters and employee matters. Proposed by Cllr Webb and seconded by Cllr Meredith.		

The meeting closed at 9.28 p.m.

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

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