

**MINUTES OF MALPAS PARISH COUNCIL
HELD ON MONDAY 8TH JUNE 2020
USING THE ZOOM PLATFORM AT 7 PM**

	PRESENT	Cllrs. Richard Charlton (Chairman), Tina Barnett, Mike Boxall, Charles Higgin, Jackie Clegg, Karen Meredith, Adrian Waddelove (Vice Chairman), John Webb, Chris Whitehurst, Michael Williams. The Clerk. Edward Timpson MP, Cllr Louise Gittins (Leader of the CW&C), Pam Bradley (Rural Localities CW&C), Ward Cllr Rachel Williams attended part of the meeting.
359	APOLOGIES	Cllrs Roma Hancock, Michelle Lloyd, Enric Sabia Picton Hughes, Don Tulloch.
360	DECLARATION OF INTERESTS	Cllr Whitehurst has previously applied to the Council for a dispensation to speak and take part in item 379 of the minutes. The dispensation was previously granted. Cllr Meredith declared a pecuniary interest in item 370.1 of the minutes. Cllr Williams declared a non-pecuniary interest in item 371 of the minutes.
361	APPROVAL OF THE MINUTES	Resolved: - Item 335 is to be amended from “342” to “343”. The Chairman is to sign the minutes of the Parish Council meeting that was held on 11th May 2020 as a true and proper record. Proposed by Cllr Charlton and seconded by Cllr Higgin. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgin, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none. Resolved: - It was recognised that some Councillors had declared an interest in item 355.1 of the minutes; the Council noted that specific items of expenditure were not discussed. The Chairman is to sign the minutes of the Parish Council extraordinary meeting that was held on 18th May 2020 as a true and proper record. Proposed by Cllr Webb and seconded by Cllr Higgin. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgin, Webb, Whitehurst, Williams. Against:- none. Abstained:- Cllrs. Meredith and Waddelove.
362	OPEN FORUM	Edward Timpson MP, Cllr Louise Gittins (Leader of the CW&C), Pam Bradley (Rural Localities CW&C) attended the Open Forum and responded to the letters sent by the Council regarding post Coronavirus Policy Development and Rural Communities.
363	POLICE REPORT	The police report had been circulated previously. Details of offences that occurred in Malpas are as follows:-
	Offence	Details
	Criminal damage	Damaged caused to fencing at residential property
	Burglary dwelling	Male arrested in connection with burglary
	Criminal damage	Damaged caused to parked car

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

364 POST CORONAVIRUS

A summary of the points raised during the Open Forum are as follows:-

1. Marketing Cheshire:- the Sandstone Trail; an Area of Natural Beauty proposal – how might Malpas take part
2. Relaxation of rules / planning laws e.g. Al fresco dining and wider pedestrian access
3. New Cycle Fund
4. CW&C Climate Change taskforce & web-page
5. Produce granular data e.g. volunteers, business viability & review past data collected
6. Build on the volunteer work and talent within the community
7. CW&C Rural Growth strategy on-line
8. CW&C Participate Now website for suggestions
9. CW&C Housing; Malpas Community Land Trust & Health Hub
10. Sustaining the food bank in Malpas
11. Visit Neston Community Centre and possibly recreate something similar in Malpas

Cllr Charlton is to circulate the above list and reports are to be prepared for consideration to help shape future Parish Council strategy at future meetings.

365 ACCOUNTS

365.1 To agree and approve payment of insurance:-

Resolved: - The Council agreed to take out a 3-year long term agreement for the insurance at £669.68 including IPT with Zurich Municipal.

Proposed by Cllr Boxall and seconded by Cllr Webb.

The voting took place as follows:-

For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams.

Against:- none. Abstained:- None.

365.2 To consider the release of funds from the CIL reserve to cover cost of work on entrance to Mosslands:-

Resolved:- The Council agreed to release monies from the CIL fund to cover the balance of the cost for works to the entrance of the Mosslands.

Proposed by Cllr Boxall and seconded by Cllr Charlton.

The voting took place as follows:-

For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams.

Against:- None. Abstained:- None.

365.3 To approve accounts, payments & bank reconciliation:-

365.3.1 Payments Approved:-

Chq No	Payee	Statutory Power	Amount
316	Running Costs	s.111	£ 81.84
317	Jake Gurr FCA (Internal Audit)	s.111	£ 95.00
318	Reimburse R Charlton for Zoom	s.111	£ 14.39
319	Prism Parfums Ltd (hand sanitiser)	s.137	£ 270.00
320	CHALC (Annual Subs)	s.111	£ 648.00
321	Zurich Municipal (insurance)	s.111	£ 669.68

The Clerk's salary was paid by standing order.

<p>365.3.2 <u>Receipts Received as at 3rd May 2020:-</u> Precept:- £27,437.00 Allotment Rent:- £52.00</p> <p>365.2.3 <u>Bank Account:-</u> The reconciled balance in the current bank account as at 3rd May 2020 was £107,148.12. The funds are allocated as follows:- Parish Council - £50,048.00 Christmas Lights Funding - £146.40 New Homes Bonus - £52,826.06 Allotments (balance of £3,600 transferred from NHB allocation) - £1,101.27 Allotment Deposits (ring fence in accounts) - £550.00 Neighbourhood Plan - £678.22 Insurance claim - £1,798.57</p> <p>Resolved: - The Council agreed to the above payments. Proposed by Cllr Higgle and seconded by Cllr Webb. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- Cllr Charlton.</p>	
<p>366 CODE OF CONDUCT The Chairman reminded Councillors to honour the Code of Conduct and respect each other at all times.</p>	
<p>367 ANNUAL AUDIT The Internal Audit of the AGAR has been completed by the internal auditor. The deadlines for the approval of the AGAR have been extended. At present, the Council is required to have a physical meeting to approve the AGAR. Cllr Boxall requested that the Council consider inviting the internal auditor to attend a meeting of the Parish Council.</p>	
<p>368 INTERNAL PROCEDURES</p> <p>368.1 <u>To approve adoption of Financial Regulations:-</u> Resolved:- The Council agreed to adopt the draft Financial Regulations as previously circulated. Proposed by Cllr Webb and seconded by Cllr Clegg. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- None.</p> <p>368.2 <u>To receive update regarding Standing Orders:-</u> The item was deferred.</p> <p>368.3 <u>Annual Financial Timetable:-</u> The Council received a report to establish a method of working to ensure the budgeting / planning timetable within the Financial Regulations is met. Resolved:- The Council agreed in principle to set up a Finance Sub Committee. Cllrs Boxall and Clegg are to prepare Terms of Reference for the Finance Sub Committee. This is to be formally considered at the next meeting of the Council. Proposed by Cllr Webb and seconded by Cllr Waddelove.</p>	<p>JC MB</p>

	<p>The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- None.</p>	
369	<p>AUGUST MEETING Resolved:- The Council agreed hold a meeting in August and to allow further consideration of the Council's response to post Coronavirus Policy Development and Rural Communities. Proposed by Cllr Webb and seconded by Cllr Charlton. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- None.</p>	
370	<p>PLANNING <u>370.1 Applications:-</u> 20/01567/FUL - Single storey rear extension at Shirbourne Chester Road Malpas Resolved:- The proposed extension abuts the fence dividing the two properties, The Council wish to ensure that the neighbour's amities, e.g. light, are not affected by this application. Neighbourhood Plan Policy BE3 applies to this application. Proposed by Cllr Charlton and seconded by Cllr Barnett. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- Cllr Meredith.</p> <p>370.2 <u>To consider any applications received after the agenda has been distributed</u> None have been received.</p> <p>370.3 <u>Recent decisions by CW&C:-</u> None have been received.</p> <p>370.4 <u>To receive updates:-</u> No updates.</p> <p>370.5 <u>Trees at St Joseph's:-</u> Resolved:- The Council agreed to write to CW&C to challenge the response regarding replacement trees at the site and to request that CW&C supports the Neighbourhood Plan policy of two replacement trees for each one tree removed. Proposed by Cllr Whitehurst and seconded by Cllr Meredith. The voting took place as follows:- For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- None. Abstained:- None.</p>	
371	<p>CHRISTMAS The Clerk is to speak with Rachel Williams, Gillian Valentine, Cllrs Williams, Tulloch and Lloyd regarding involvement with the Christmas event and Christmas lights in the village.</p>	
372	<p>APPEARANCE OF MALPAS</p>	

	<p>Resolved: - The Council agreed to purchase up to 14 hanging baskets at a cost of £35.04 plus VAT per hanging basket for businesses who have previously ordered their hanging baskets through the parish council. Proposed by Cllr Charlton and seconded by Cllr Webb.</p> <p>The voting took place as follows:-</p> <p>For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Whitehurst, Williams.</p> <p>Against:- None. Abstained:- None.</p>																			
<p>373</p>	<p>ALLOTMENTS</p> <p>There are currently three vacant plots and four people on the waiting list. Rental of the plots has been on hold until lock down measures have eased. The Clerk is now to contact the people on the waiting list to see if they still wish to rent a plot.</p>	<p>RS</p>																		
<p>374</p>	<p>BUS SHELTERS / STOPS</p> <p>374.1 <u>Old Hall Street:-</u> No further update.</p> <p>374.2 <u>Chester Road / Springfields:-</u> The Clerk is to write to CW&C to confirm that the Bovis bus shelter is to go at the top of Springfield Road near to the junction with Old Hall Street. This was previously agreed with CW&C. Chester Road and the bottom of Springfield Road are just to have flags and poles installed.</p>	<p>RS</p>																		
<p>375</p>	<p>CLERK'S REPORT</p> <p>Update as follows: _</p> <table border="1" data-bbox="225 1066 1385 1514"> <thead> <tr> <th>No</th> <th>Item</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>(i)</td> <td>New planters</td> <td>CW&C due to advise when they will be able to start the consultation.</td> </tr> <tr> <td>(ii)</td> <td>Dog waste bags Dispensers</td> <td>CW&C due to advise when they will be able to start the consultation.</td> </tr> <tr> <td>(iii)</td> <td>Hand sanitisers</td> <td>Order placed for 2 cartons (24 x 250 ml hand sanitiser @ £3.75 plus VAT each). These have been collected and delivered to Rachel Williams.</td> </tr> <tr> <td>(iv)</td> <td>Covid Letters</td> <td>Sent to Edward Timpson and Louise Gittins and copied to Rachel Williams and Andrew Lewis</td> </tr> <tr> <td>(v)</td> <td>Current Planters</td> <td>Placed order with Walkers Nurseries to refill 4 planters x at £47.20 plus vat each</td> </tr> </tbody> </table>	No	Item	Update	(i)	New planters	CW&C due to advise when they will be able to start the consultation.	(ii)	Dog waste bags Dispensers	CW&C due to advise when they will be able to start the consultation.	(iii)	Hand sanitisers	Order placed for 2 cartons (24 x 250 ml hand sanitiser @ £3.75 plus VAT each). These have been collected and delivered to Rachel Williams.	(iv)	Covid Letters	Sent to Edward Timpson and Louise Gittins and copied to Rachel Williams and Andrew Lewis	(v)	Current Planters	Placed order with Walkers Nurseries to refill 4 planters x at £47.20 plus vat each	
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<p>376</p>	<p>EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX</p> <p>List previously circulated to Cllrs.</p>																			
<p>377</p>	<p>UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES</p> <p>377.1 OPAL Club:- The Council are to write to congratulate the OPAL Club on being awarded with the Queen's Award for Voluntary Services 2020.</p>																			
<p>378</p>	<p>PRESS AND PUBLIC</p> <p>Resolved:- To resolve to exclude the press and members of the public as the items to be discussed relate to contractual matters.</p> <p>Proposed by Cllr Webb and seconded by Cllr Waddelove.</p> <p>The voting took place as follows:-</p> <p>For:- Cllrs. Barnett, Boxall, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Whitehurst, Williams.</p> <p>Against:- None. Abstained:- None.</p>																			

The meeting closed at 10.15 pm.

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

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