

**MINUTES OF MALPAS PARISH COUNCIL
HELD ON MONDAY 12TH OCTOBER 2020
USING THE ZOOM PLATFORM AT 7 PM**

	<p>PRESENT Cllrs Tina Barnett, Mike Boxall (Vice Chairman), Richard Charlton, Jackie Clegg, Charles Higgle, Michelle Lloyd, Karen Meredith, Adrian Waddelove (Chairman), John Webb, Chris Whitehurst, Michael Williams. The Clerk. Five members of the public attended part of the meeting.</p>	
<p>438</p>	<p>APOLOGIES There were no apologies.</p>	
<p>439</p>	<p>DECLARATION OF INTERESTS Cllr Whitehurst has previously applied to the Council for a dispensation to speak and take part in item 461 of the minutes. The dispensation was previously granted. Cllr Charlton declared a pecuniary interest in item 445.2.1 of the minutes. Cllr Higgle declared a pecuniary interest in item 445.2.1 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in item 446.5 of the minutes. Cllr Webb declared a non-pecuniary interest in items 446.5 and 446.6 of the minutes. Cllr Charlton declared a non-pecuniary interest in item 446.3 of the minutes. Cllr Williams declared a pecuniary interest in items 446.1 and 446.2 of the minutes.</p>	
<p>440</p>	<p>APPROVAL OF THE MINUTES Resolved: The minutes were amended as follows:- Item 412 was amended from “432.2” to “423.2”; Item 423.2 was amended to reflect that Cllr Higgle abstained in the voting; Items 423.1, 423.2, 434, 435.2 and 436 were amended to include Cllr Barnett as voting ‘For’ when the voting took place. After the amendments have been made the Chairman is to sign the minutes of the Parish Council meeting that was held on 14th September 2020 as a true and proper record. Proposed by Cllr Clegg and seconded by Cllr Barnett. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgle, Lloyd, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none.</p>	
<p>441</p>	<p>OPEN FORUM</p> <ul style="list-style-type: none"> - Moe Hutson, Chairman of the Malpas Alport PTA, spoke to the meeting about building links between the school and the community. - A resident on Church Street spoke to the meeting regarding the speeding and volume of traffic in the High Street and Church Street. These have been passed on to the local police. - Steve Le Good, Poppy Appeal Organiser, updated the meeting about the arrangements for Remembrance Sunday. 	
<p>442</p>	<p>CASUAL VACANCIES</p> <ul style="list-style-type: none"> - CW&C have been informed of the first casual vacancy. The notice to advertise the casual vacancy has been posted on the website and Parish Council noticeboard. 	

- Cllr Tulloch has resigned from his role as parish councillor. The Clerk is to inform CW&C and the notice to advertise the second casual vacancy will be posted on the website and Parish Council noticeboard.

443 POLICE REPORT

The police report had been circulated previously.

- The Clerk is to contact PSCO Hurst and request enforcement for dangerous parking Old Hall Street; vehicles parking on both sides of Chester Road; speeding throughout the village including Church Street and Wrexham Road.
- Cllr Charlton volunteered to continue to act as the Council's liaison officer with the Community Safety Action Group.
- Residents are urged to report any incidents of anti-social or criminal behaviour by calling 101.

444 MONTHLY SCHEDULE OF PARISH COUNCIL MEETINGS

The Council considered moving the monthly Council meetings from the second Monday of the month to enable the Parish News to be a better and more timely medium of communication with residents.

The Council agreed to defer a decision until after the new editor of the Parish News has been appointed.

445 ACCOUNTS

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

The Clerk worked an additional 1.5 hours in August 2020 and an additional 4.75 hours in September 2020.

Resolved: - The Council agreed to the pay the Clerk the additional 6.25 hours worked in August 2020 and September 2020.

Proposed by Cllr Higgle and seconded by Cllr Charlton.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

445.2 To approve payments & bank reconciliation:-

445.2.1 Payments Approved:-

Chq No	Payee	Statutory Power	Amount
332	Running Costs	s.111	£ 47.19
333	Additional Hours worked	lga 112-119	£ 72.06
334	Timpsons - key for allotment (reimburse C Higgle)	s.111	£ 10.50
335	Reimburse R Charlton for Zoom	s.111	£ 14.59
336	Cheshire Surveys Ltd (topographical survey)	s.111	£ 630.00
337	N K Richardson (Fencing at The Mossland)	LGA 1972 S.144	£ 620.00

The Clerk's salary was paid by standing order.

445.2.2 Receipts Received as at 30th September 2020:-

Allotment Key Deposit:- £50; Allotment rental:- £52.00

445.2.3 Bank Account:-

The reconciled balance in the current bank account as at 30th September 2020 was £ 98,465.60.

The funds are allocated as follows:-

Parish Council - £45,552.58
 Christmas Lights Funding - £146.40
 New Homes Bonus - £27,132.33
 Community Infrastructure Levy (CIL):- £22,557.50
 Allotments (balance of £3,600 transferred from NHB allocation) - £0.00
 Allotment Deposits (ring fence in accounts) - £600.00
 Neighbourhood Plan - £678.22
 Insurance claim - £1,798.57

Resolved: - The Council agreed to the above payments.

Proposed by Cllr Boxall and seconded by Cllr Waddelove.

The voting took place as follows:-

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

Against:- none. Abstained:- Cllrs Charlton, Higgle.

445.3 To receive the Budget to Date figures for 1st April to 30th September 2020 (see Attachment C):-

Resolved: - The Council agreed to accept and approve the Budget to Date figures for 1st April to 30th September 2020.

Proposed by Cllr Waddelove and seconded by Cllr Boxall.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

445.4 Will Legacy:-

The Council has been left a sum of £2.5k by a Michael Schroeder. The Clerk has returned the relevant paperwork to the solicitors in order for the money to be transferred to the Parish Council's bank account. The Council are yet to consider how to spend the legacy.

445.5 Report from Finance Committee:-

There has been no meeting of the Finance Committee.

446 **GRANT APPLICATIONS**

The Council considered the following grant applications received (total £7,102.23) :-

Organisation	Project	Amount Requested
446.1 Malpas High Street Church	Tree surgeon to reduce size of copper beech tree	£ 400.00
446.2 Kidspace	Fencing to secure outside area at Young Person's Centre for out of school childcare	£ 800.00
446.3 Malpas Cricket Club (senior)	pair of sight screens	£2,500.00
446.4 Victoria Jubilee Hall	4 x hand dryers	£ 802.23
446.5 Malpas Community Minibus	Insurance for minibus	£1,100.00

446.6 Young Persons Centre	To pay to cost of Youth Support Worker; CCTV improvements; promotion leaflets; cost of activities for Senior Group	£1,500.00
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Procedural concerns were raised regarding some of the grant forms received as some applications lacked detail.

The Council considered each grant request individually as below:-

- 446.1 Malpas High Street Church - Tree surgeon to reduce size of copper beech tree:-
Resolved: - The Council agreed to award a grant of £400.00 to Malpas High Street Church for a Tree surgeon to reduce size of copper beech tree.
Proposed by Cllr Charlton and seconded by Cllr Webb.

The voting took place as follows:-

For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgie, Lloyd, Meredith, Waddelove, Webb, Whitehurst.

Against:- none. Abstained:- Williams.

- 446.2 Kidspace - Fencing to secure outside area at Young Person's Centre for out of school childcare:-

The Council are to seek further clarification regarding the application.

- 446.3 Malpas Cricket Club (senior) - pair of sight screens:-

The Council agreed to defer this to the next financial year and request that Malpas Cricket Club re-submit the grant application.

- 446.4 Victoria Jubilee Hall - 4 x hand dryers:-

Resolved: - The Council agreed to award a grant of £668.52 plus VAT to the Victoria Jubilee Hall for 4 x hand dryers. The Council are to purchase the items on behalf of the Victoria Jubilee Hall and donate the items to them.

Proposed by Cllr Clegg and seconded by Cllr Boxall.

The voting took place as follows:-

For:- Cllrs Barnett, Boxall, Clegg, Higgie, Lloyd, Meredith, Waddelove, Webb, Whitehurst, Williams.

Against:- Charlton. Abstained:- none.

- 446.5 Malpas Community Minibus - Insurance for minibus:-

Resolved: - The Council agreed to defer the decision pending the offer made to Malpas Community Minibus by McCarthy Stone.

Proposed by Cllr Waddelove and seconded by Cllr Boxall.

The voting took place as follows:-

For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgie, Lloyd, Meredith, Waddelove, Williams.

Against:- none. Abstained:- Webb Whitehurst.

- 446.6 Young Persons Centre - To pay to cost of Youth Support Worker; CCTV improvements; promotion leaflets; cost of activities for Senior Group:-

Resolved: - The Council agreed to award a grant of £1,500.00 to Young Persons Centre to pay towards the cost of a Youth Support Worker; CCTV improvements; promotion leaflets; cost of activities for Senior Group.

Proposed by Cllr Boxall and seconded by Cllr Meredith.

The voting took place as follows:-

For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgie, Lloyd, Meredith, Waddelove, Whitehurst, Williams.

Against:- none. Abstained:- Webb.

The Council considered the report from Cllr Boxall about Business Priorities for the next financial year, and agreed that the focus of the council in the coming year should be on extending the car parking facilities in the village and reducing the list of outstanding actions arising from previous decisions. It was agreed that the budgets for 2021/22 should include continuing provision for previous priorities as follows:

Community grants	£7,000.00
Climate Emergency	£1,500.00
Neighbourhood Plan	£1,000.00
Professional Fees	£5,000.00 (to support longer term projects)
Covid Emergency Fund	£3,000.00

Resolved: - The Council agreed to accept the proposed Business Priorities and to include the cost estimates above in the budget-making process.

Proposed by Cllr Higgle and seconded by Cllr Whitehurst.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

448 PLANNING

448.1 Applications:-

20/03025/FUL - Single storey rear extension at Little Hayes Hayside Walk Malpas

Resolved:- The Council had previously submitted the following observations:- Neighbourhood Policy BE3 applies to this application. This is in the conservation area and the Council would want to ensure that the conservation officer is happy with the materials to be used. The Council would also want to ensure that the neighbours amenities are not adversely affected by this application.

Proposed by Cllr Higgle and seconded by Cllr Charlton.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

20/03259/FUL - Front and rear porches, demolition of carport, single storey side extension, and conversion of existing outbuilding to ancillary accommodation at Wrexham Road Farm Wrexham Road Malpas SY14 7EJ

Resolved:- The Council made the following observations:-

Policy BE3 of the Neighbourhood Plan applies to this application. The Council would want to ensure that neither the neighbours nor the Farm Houses amenities are adversely affected by this application. In respect of the farm house this would also include garden and parking amenities. If CW&C are minded to grant this application the Council would like it conditioned that the ancillary accommodation be used for dependants or as additional accommodation for the main house.

Proposed by Cllr Higgle and seconded by Cllr Charlton.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

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

No new applications have been received.

448.3	<u>Recent decisions by CW&C:-</u>	There have been no recent planning decisions.
448.4	<u>To receive report from the Planning Committee:-</u>	The Planning Committee have held an informal meeting and a late report was circulated to Cllrs regarding the TORs. Concerns were raised regarding the operation of the Planning Committee. It was suggested that the Council reviews the committee structure in five months.
448.5	<u>Government White Planning Paper:-</u>	Only one person has commented on Cllr Boxall's report regarding the Government Consultation on Planning for the Future. Cllr Boxall is to prepare the final report which is to be forwarded to Edward Timpson MP and Cllr Louise Gittins (Leader of the CW&C).
448.6	<u>Bovis:-</u>	The Clerk has contacted Bovis and is in the process of arranging a meeting to go through items discussed.
448.7	<u>To receive planning updates:-</u>	There are no planning updates.
449	COVID 19	Nothing to report.
450	CHRISTMAS	<p>Resolved:- The cost for the Christmas Lights is £3,996.00 plus VAT plus an additional £1,000.00 plus VAT to apply extra fittings and set up the lights. The National Lottery has previously awarded a grant of £1,000.00 towards the cost. The Clerk is to apply to the Member's Budget for the sum of £2,996.00. The Council agreed to contribute £1,000.00 towards the cost to purchase and install the Christmas Lights. The Lights are to be stored in the storeroom which is due to be repaired.</p> <p>Proposed by Cllr Higgle and seconded by Cllr Charlton.</p> <p>The voting took place as follows:-</p> <p>For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgle, Lloyd, Meredith, Waddelove, Webb, Whitehurst.</p> <p>Against:- none. Abstained:- Williams.</p>
451	APPEARANCE OF MALPAS	<p>To receive update and agree any action regarding the following:-</p> <ul style="list-style-type: none"> • Dog Bag Dispensers and Additional Planters:- CW&C advised that the licences are to be made a priority. • Cllr Williams suggested that the existing four planters in the village (located on the High Street and at the junction of Old Hall Street and Springfields) are relocated to the new locations once the licences have been approved by CW&C. <p>He suggested that some new planters are then purchased and installed on the High Street and at the junction of Old Hall Street and Springfields and that the Flower Club are involved with the planting and maintaining for all the planters in the village.</p> <p>The Clerk is to seek clarification with CW&C regarding the replacement planters on the High Street and at the junction of Old Hall Street and Springfields as to whether the Council will have to reapply for new licences.</p>
452	ALLOTMENTS	452.1 <u>Allocation Process:-</u>

Update:-

- Three plots have been rented out.
- There is one vacant plot.
- The available plots have been advertised on the noticeboard and website.

452.2 Terms and Conditions:-

Cllrs Waddelove and Boxall met with members of the Allotments Association to discuss the day to day running of the allotments.

Cllr Boxall has made amendments to the wording of the Allotment Policy. A draft is to be sent to the Chairman of the Allotments Association.

The Chairman of the Allotments Association has requested the contact details for all the allotment holders.

The Council considered when to release the key deposit after notice to quit has been made by the allotment holder.

Resolved: - The Council confirmed that it should be a condition of the Tenancy agreement that the key deposit will only be released once the key has been returned and the Chairman of the Allotments Association has confirmed that the plot has been left in an acceptable state for reletting.

Proposed by Cllr Waddelove and seconded by Cllr Webb.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

452.3 Annual Rent:-

Resolved: - The Council agreed to increase the annual rent for each allotment plot to £75.00 per annum with effect from October 2021.

Proposed by Cllr Waddelove and seconded by Cllr Webb.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

452.4 To consider actions required regarding plants to reinstate the hedge at the Mossland entrance and to agree payment:-

Cllr Whitehurst updated the meeting regarding drainage / flooding issues on Whitchurch Road close to the entrance of The Mossland.

Cllr Higgle advised that there are drainage issues at the bottom of The Mossland.

Cllr Whitehurst had circulated costings for plants to reinstate the hedge at the entrance to The Mossland.

Resolved: - The Council agreed purchase plants to a maximum cost of £150.00 plus VAT.

Proposed by Cllr Whitehurst and seconded by Cllr Webb.

The voting took place as follows:-

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

Against:- none. Abstained:- none.

453 BUS SHELTERS / STOPS

453.1 Old Hall Street:-

Ongoing discussions with Ward Cllr Rachel Williams and CW&C regarding the location of the bus shelter including a feasibility site survey.

453.2 Chester Road / Springfields:-

CW&C are yet to confirm the location of the bus shelter and flags and poles.																										
454	HIGHWAYS																									
454.1	<u>Parking Restrictions on Chester Road:-</u> The Council considered the request received for parking restrictions opposite the Bishop Heber High School. The Council were informed that the introduction of bollards by site staff at the entrance to the school had improved the situation.																									
454.2	<u>Flooding:-</u> The Council has received a letter from a councillor on No Mans Heath and District Parish Council regarding highways concerns (e.g. signage, speeding, flooding) on Tilston Road and flooding in and surrounding the village. The letter requested support from the Council to install more culverts on the section of Tilston Road that falls in the Malpas boundary. The Council considered the request and had been informed that the Ward Councillor is already involved with the matter and is working with CW&C regarding the flooding on the section of Tilston Road that the letter refers to. The Council agreed that maintenance of highways is the responsibility of CW&C.																									
455	FACEBOOK PAGE This item was deferred.																									
456	REMEMBRANCE SUNDAY Cllrs Waddelove and Higgle are to represent the Council at the church service on Remembrance Sunday.																									
457	CLERK'S REPORT Update as follows: _																									
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		- Parts of the wildlife corridors appear to have been annexed into private garden.	
(viii)	Remembrance Sunday	Order placed for poppy wreath.	
(ix)	Bank Signatories	The mandate is to be sent to Lloyds Bank.	
(x)	Wild Flowers	Emailed Rachel Williams to advise that the Council supports the idea of planting wild flowers in the village.	
(xi)	Fire Station Car Park	Request sent to the Fire Service for the car park drain in the Fire Station car park to be cleared.	
(xii)	Mastiff Lane	CW&C advised that the three blocked drains are set to be cleaned and jetted.	
(xiii)			
458	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
459	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES No updates.		
460	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. Proposed by Cllr Waddelove and seconded by Cllr Boxall. The voting took place as follows:- For:- Cllrs Boxall, Charlton, Clegg, Higgle, Lloyd, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none.		

The meeting closed at 21.29 pm.

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

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