

**MINUTES OF MALPAS PARISH COUNCIL  
HELD ON MONDAY 12<sup>TH</sup> APRIL 2021  
USING THE ZOOM PLATFORM AT 7 PM**

	<p><b>PRESENT</b> Cllrs Mike Boxall (Vice Chairman), Richard Charlton, Jackie Clegg, Charles Higgie, John Webb, Chris Whitehurst, Michael Williams. The Clerk. Ward Cllr Rachel Williams. One member of the public attended part of the meeting.  Councillors held a minute's silence in remembrance of the HRH Duke of Edinburgh, who died on Friday 9<sup>th</sup> April 2021, aged 99.</p>																								
<b>590</b>	<p><b>APOLOGIES</b> Cllrs Tina Barnett, Adrian Waddelove, Michelle Lloyd, Karen Meredith.</p>																								
<b>591</b>	<p><b>DECLARATION OF INTERESTS</b> Cllr Clegg declared a non-pecuniary interest in item 601.2 of the minutes. Cllr Higgie declared a non-pecuniary interest in item 597 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in items 601.2 and 604.4 of the minutes. Cllr Whitehurst declared a pecuniary interest in item 595.1.1 of the minutes.</p>																								
<b>592</b>	<p><b>APPROVAL OF THE MINUTES</b> <u>Minutes of the Parish Council Business Meeting on 8<sup>th</sup> March 2021:-</u> <b>Resolved:- The Vice Chairman is to sign the minutes of the Parish Council Business Meeting that was held on 8<sup>th</sup> March 2021 as a true and proper record.</b> <b>Proposed by Cllr Webb and seconded by Cllr Higgie.</b> <b>The voting took place as follows:-</b> <b>For:- Cllrs Boxall, Charlton, Clegg, Higgie, Webb, Whitehurst, Williams.</b> <b>Against:- none. Abstained:- none.</b> <u>Minutes of the Parish Council Extraordinary Meeting on 22<sup>nd</sup> March 2021:-</u> <b>Resolved:- The Vice Chairman is to sign the minutes of the Extraordinary Parish Council Meeting that was held on 22<sup>nd</sup> March 2021 as a true and proper record.</b> <b>Proposed by Cllr Webb and seconded by Cllr Williams.</b> <b>The voting took place as follows:-</b> <b>For:- Cllrs Boxall, Charlton, Clegg, Higgie, Webb, Whitehurst, Williams.</b> <b>Against:- none. Abstained:- none.</b></p>																								
<b>593</b>	<p><b>OPEN FORUM</b> There was no consideration of this item.</p>																								
<b>594</b>	<p><b>POLICE REPORT</b> The police report had been circulated previously and was noted. Concerns were raised regarding the lack of police presence in the village recently. The Clerk is to contact the PCSO to request attention to Church Street and the lanes around Oldcastle. The Council has received a complaint regarding traffic by The Beeches. Residents are urged to report incidents of anti-social or criminal behaviour by calling 101.</p>																								
<b>595</b>	<p><b>ACCOUNTS</b> <u>595.1.1 To approve payments:-</u></p> <table border="1"> <thead> <tr> <th>Chq No</th> <th>Payee</th> <th>Statutory Power</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>368</td> <td>Running Costs</td> <td>s.111</td> <td>£ 41.79</td> </tr> <tr> <td>369</td> <td>Clerk's Salary (Additional hours)</td> <td>lga 112-119</td> <td>£ 157.26</td> </tr> <tr> <td>370</td> <td>HMRC</td> <td>lga 112-119</td> <td>£ 42.60</td> </tr> <tr> <td>371</td> <td>CHALC (annual subs)</td> <td>s.111</td> <td>£ 648.00</td> </tr> <tr> <td>372</td> <td>CHALC (training)</td> <td>s.111</td> <td>£ 25.00</td> </tr> </tbody> </table>	Chq No	Payee	Statutory Power	Amount	368	Running Costs	s.111	£ 41.79	369	Clerk's Salary (Additional hours)	lga 112-119	£ 157.26	370	HMRC	lga 112-119	£ 42.60	371	CHALC (annual subs)	s.111	£ 648.00	372	CHALC (training)	s.111	£ 25.00
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373	Barlows	s.137	£1,594.28
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The Clerk's salary was paid by standing order.  
Cllr Whitehurst asked if an alternative format could be considered for the analysis of receipts and payments.

**Resolved:- The Council agreed to the above payments and to renew the annual CHALC subscription for 2021 – 2022.**

**The voting took place as follows:-**

**Proposed by Cllr Higgle and seconded by Cllr Clegg.**

**The voting took place as follows:-**

**For:- Cllrs Boxall, Charlton, Clegg, Higgle, Webb, Williams.**

**Against:- none. Abstained:- Whitehurst.**

**595.1.2 Receipts Received as at 31<sup>st</sup> March 2021:-**

No receipts were received.

**595.2 Bank Account:-**

The reconciled balance in the current bank account as at 5<sup>th</sup> March 2021 was £137,744.65.

The funds are allocated as follows:-

Parish Council - £28,332.98

Christmas Lights Funding - £146.40

New Homes Bonus - £28,949.83

Community Infrastructure Levy (CIL):- £74,705.05

Allotments (balance of £3,600 transferred from NHB allocation) – (£116.40)

Allotment Deposits (ring fence in accounts) - £750.00

Neighbourhood Plan - £678.22

Insurance claim - £1,798.57

Will Legacy:- £2,500.00

**Resolved:- The Council accepted the reconciled bank balance as detailed above and the summary of receipts and payments previously circulated.**

**Proposed by Cllr Webb and seconded by Cllr Higgle.**

**The voting took place as follows:-**

**For:- Cllrs Boxall, Charlton, Clegg, Higgle, Webb, Williams.**

**Against:- none. Abstained:- Whitehurst.**

**596 GRANT PROCESS**

The Council has received the grant applications as listed below. These have been circulated to Cllrs. Cllrs are to go through the individual applications and inform the Clerk of any questions regarding the applications. The questions will then be forwarded to the organisations and the responses then circulated to Cllrs before the applications are formally considered by the full Council.

No.	Organisation	Project	Amount
1.	Hope House	Purchase of a cuddle bed	£1,000.00
2.	Malpas Community Minibus Association	Insurance Contribution	£ 900.00
3.	Malpas Young Persons Project	Malpas Young Persons Project	£1,500.00
4.	Malpas Community Clean up	Village Clean Up	£ 362.00
5.	Malpas Cricket Club	Replacement Cricket Sight Screens	£2,500.00
6.	Malpas Community Safety Action Group	Hi-Visibility Cut-Out Children for Chester Road @ Alport School	£ 202.00
	<b>TOTAL</b>		<b>£6,464.00</b>

597	<p><b>CASUAL VACANCIES</b>  There has been an election called for the third casual vacancy.  The elections will take place on Thursday 6<sup>th</sup> May 2021.  There are four candidates and three casual vacancies.</p>
598	<p><b>CODE OF CONDUCT AND SOCIAL MEDIA POLICY</b>  Cllrs were reminded of the Nolan Principles in the Code of Conduct and conduct of Cllrs as detailed in The Good Councillors Guide.  Cllrs were reminded of the Social Media Policy when posting Parish Council business on social media platforms. Communication with the press / media is through either the Clerk or the Chairman.</p>
599	<p><b>PARISH COUNCIL WORKLOADS AND PRIORITIES</b>  This item was deferred.</p>
600	<p><b>ANNUAL PARISH MEETING</b>  The Council have been advised that current regulations which allow local authorities to hold meetings remotely are due to expire on 7<sup>th</sup> May 2021. This means that, without any further action from the government parish councils must return to face to face meetings from 7<sup>th</sup> May 2021. Local venues are not available to hold a meeting until June due to current Covid restrictions. The numbers of within a group meeting are also limited by current Covid restrictions.  The Council considered dates to hold a virtual meeting. Various options were discussed (e.g. Annual Parish Meeting, Planning Committee, Business Meeting).  It is hoped that legislation will be passed in time for the Council to continue to hold remote meetings after 7<sup>th</sup> May 2021. If this does not happen then the Council may have to hold an extraordinary meeting to deal with Council matters in the interim until such time the Council can hold virtual meetings / actual meetings.  The Clerk is to write to the local MP, Edward Timpson, and request his support in getting legislation through parliament to enable virtual meetings to continue after 7<sup>th</sup> May 2021.  The Council will decide what action to take depending on the legal position.</p>
601	<p><b>PLANNING</b></p> <p>601.1 <u>Planning Committee:-</u>  The minutes of the meeting of the Planning Committee held on Tuesday 2<sup>nd</sup> April 2021 were previously circulated to Cllrs and duly noted by the Council.</p> <p>601.2 <u>Planning Application 21/00354/REM:-</u>  See attached for the Council's formal response for planning application 21/00354/REM - Approval of Reserved Matters following outline application 17/04664/OUT including details of layout, house types, landscaping, access details, phasing, greenspace and spine road connection for 57 dwellings at Land Off Chester Road Malpas.  <b>Resolved:- The Council accepted the formal response for planning application 21/00354/REM.</b>  <b>Proposed by Cllr Webb and seconded by Cllr Charlton.</b>  <b>The voting took place as follows:-</b>  <b>For:- Cllrs Boxall, Charlton, Higgle, Webb, Williams.</b>  <b>Against:- none. Abstained:- Clegg, Whitehurst.</b></p> <p>601.3 <u>To consider any applications received after the agenda has been distributed:-</u>  Three further planning applications have been received which are to be considered at a meeting of the Planning Committee.</p> <p>601.3 <u>Recent decisions by CW&amp;C:-</u>  No decisions have been received.</p> <p>601.4 <u>Delayed Meeting with Bovis:-</u>  Ward Cllr Rachel Williams is in the process of trying to make contact with Bovis regarding the request for a meeting to discuss the profile of the pond and the siting of the village pump.</p>

	<p>601.5 <u>Briefing from the Planning Committee:-</u> Concerns were raised about informing residents of approved planning applications for developments in the village.</p>
<b>602</b>	<p><b>ALLOTMENTS / MOSSLANDS</b></p> <p>602.1 <u>Allotments Update:-</u>  <ul style="list-style-type: none"> <li>- There are five people on the waiting list.</li> <li>- Plots 5 and 6 are currently under water therefore unlettable,</li> </ul> </p> <p>602.2 <u>Mosslands Update:-</u>  The solicitor has advised that he is to draft the statutory declaration. This is to be proofed by the Council; signed and submitted with supporting documents to the Land Registry. There is likely to be a delay since the Land Registry has a large backlog.  The paperwork is due to go into the Land Registry in May / June.  The Clerk is to request that the solicitor draws up a draft Trust Deed.</p>
<b>603</b>	<p><b>COMMUNICATIONS WITH THE COMMUNITY</b></p> <p>Concerns were raised regarding the difficulty of getting the Council's messages across to residents, as highlighted by the recent closure of Church Street and traffic issues in Oldcastle.  Formal correspondence should come from the Council, by either the Clerk or the Chairman, and not by individual Cllrs.  The Council agreed to set up a working party consisting of Cllrs Webb, Higgle and, hopefully, Waddelove, to explore ways to communicate within the parish.</p>
<b>604</b>	<p><b>HIGHWAYS</b></p> <p>604.1 <u>Church Street Closure:-</u>  Surveys of the church wall are currently in progress.  Flooding at Blue Cedar corner has been temporarily resolved, however further works are required.  The Council raised concerns regarding the following:-  <ul style="list-style-type: none"> <li>- Lack of communication from CW&amp;C;</li> <li>- Lack of signage and police enforcement on the back lanes diversion.</li> </ul> The Clerk is to write to the PCSO to request enforcement of the diversion and one way system.</p> <p>604.2 <u>Bradley Bridge Damage:-</u>  The road is due to be closed to allow CW&amp;C to carry out necessary repairs to the bridge walls.  Ward Cllr Williams has requested that CW&amp;C look into carrying out improvements to road surface as the gradient is very steep and there have now been three road traffic accidents due to road condition as opposed to speed.</p> <p>604.3 <u>Springfields Greenspace:-</u>  Cllr Whitehurst has met with Highways, CW&amp;C. CW&amp;C are to provide a quote to install a 0.6 m strip of grasscrete and a barrier at the site. Sanctuary Housing are to be contacted to request that dropped kerbs are installed at the properties owned by them. The Council are to write to private residents to request that they install dropped kerbs at their properties if they have not already done so.</p> <p>604.4 <u>Hughes Lane re-surfacing:-</u>  Stuart Milne Homes are due to resurface Hughes Lane, install a raised table and create a new pedestrian entrance to the Recreation Ground. The works are planned to take place in July and will last for at least 4 weeks. The footpath is due to be closed with a temporary footpath through the Recreation Ground. Residents will receive detailed notification around this closure.</p> <p>604.5 <u>Old Hall Street lighting:-</u>  This has been reported to CW&amp;C.</p> <p>604.6 <u>Old Hall Street speed restriction sign:-</u>  CW&amp;C are due to carry out safety checks at the site.</p>

	<p>604.7 <u>Chester Road footpath link:-</u> Ward Cllr Williams advised that this project will need to be re-quoted to current prices and confirmation that the landowner is happy to dedicate the land as highway before CW&amp;C can proceed. The Council are to write to CW&amp;C for an update on the situation.</p>										
<b>605</b>	<p><b>APPEARANCE OF MALPAS</b></p> <p>605.1 <u>Planters / Dog Bag Dispensers:-</u> The Clerk has chased CW&amp;C regarding the licences for the planters and dog bag dispensers. CW&amp;C have confirmed that they will install the dog bag dispensers that are located on highways land free of charge.</p> <p>605.2 <u>Bench:-</u> Work is ongoing.</p> <p>605.3 <u>Hanging Baskets:-</u> <b>Resolved: - The Council agreed to purchase up to 14 hanging baskets for businesses who have previously ordered their hanging baskets through the parish council.</b> <b>Proposed by Cllr Webb and seconded by Cllr Clegg.</b> <b>The voting took place as follows:-</b> <b>For:- Cllrs Boxall, Charlton, Clegg, Higgle, Webb, Whitehurst, Williams.</b> <b>Against:- none. Abstained:- none.</b></p> <p>605.4 <u>Wildlife Flowers:-</u> The Council are to apply for funding from the Member's Budget to pay for the wild flower planting scheme throughout the village.</p>										
<b>606</b>	<p><b>LITTER IN VILLAGE</b></p> <p>Cllr Webb has been contacted by Overton Community Council regarding a Litter Campaign in the village. The Malpas Community Action Group is going well and collecting lots of rubbish. They are hoping to hold a Spring Clean Up Day in the village on 25<sup>th</sup> April and invited Cllrs to join the event.</p>										
<b>607</b>	<p><b>ASYMPTOMATIC TESTING CENTRE AT JUBILEE HALL</b></p> <p>There was no consideration of this item as the idea has since been scrapped as the mobile library is distributing Covid testing kits.</p>										
<b>608</b>	<p><b>CLERK'S REPORT</b></p> <table border="1"> <thead> <tr> <th>No.</th> <th>Item</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>608.1</td> <td>The Cross</td> <td>An email sent to County Archivist at CW&amp;C to request information. Reply:- "We don't appear to have any records for these councils relating to ownership of property but references may exist in the minutes. At present we are currently closed to the public and only have a limited staff working on-site on essential jobs and therefore I am unable to explore these collections further. However, once we re-open they can be accessed at the Record Office in Chester. Alternatively, if you would like us to check the records on your behalf we have a research service. "</td> </tr> <tr> <td>608.2</td> <td>Jubilee Clock</td> <td>The service has been booked with Smiths of Derby to place on Thursday 15<sup>th</sup> April.</td> </tr> </tbody> </table>		No.	Item	Update	608.1	The Cross	An email sent to County Archivist at CW&C to request information. Reply:- "We don't appear to have any records for these councils relating to ownership of property but references may exist in the minutes. At present we are currently closed to the public and only have a limited staff working on-site on essential jobs and therefore I am unable to explore these collections further. However, once we re-open they can be accessed at the Record Office in Chester. Alternatively, if you would like us to check the records on your behalf we have a research service. "	608.2	Jubilee Clock	The service has been booked with Smiths of Derby to place on Thursday 15 <sup>th</sup> April.
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		Arrangements have been made for the cherry picker to enable the engineer to carry out the service.
608.3	Christmas Trees	All trees have been paid for apart from one. Reminders have been sent to the resident to request payment.
608.4	Extraordinary meeting 22 March 2021	Invites were sent regarding Planning and Highways items on the agenda.
608.5	Canon Davenport	Enquires made regarding leaving gift.
608.6	Sanctuary Housing	Complaint received on the website regarding allocation of Sanctuary Housing. The Complaint was forwarded to Sanctuary who have replied (unable to inform resident as incorrect contact details were provided by complainant).
608.7	Casual Vacancy	CW&C informed that Cllr Picton Hughes has stood down. Casual Vacancy notices put on website and noticeboard. Notice of Election posted on the website and noticeboard.
608.8	Church Street	Various enquiries from members of the public regarding the re-opening of Church Street.
<b>609</b>	<b>EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX</b> List previously circulated to Cllrs.	
<b>610</b>	<b>UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES</b> There was no consideration of this item.	
	<b>PART TWO</b>	
<b>611</b>	<b>PRESS AND PUBLIC</b> <b>Resolved:- To resolve to exclude the press and members of the public as the items to be discussed relate to contractual matters and are of a sensitive nature.</b> <b>Proposed by Cllr Webb and seconded by Cllr Whitehurst.</b> <b>The voting took place as follows:-</b> <b>For:- Cllrs Boxall, Charlton, Clegg, Higgle, Webb, Whitehurst, Williams.</b> <b>Against:- none. Abstained:- none.</b>	
<b>612</b>	<b>CAR PARKING IN THE VILLAGE</b> CW&C have yet to provide legal advice as to whether the Council can negotiate outside the valuations received for the land. The Clerk is to follow the request up with CW&C,	
<b>613</b>	<b>ASSET CHECKS</b> Request for three quotes for works sent to three contractors, only two quotes have been received. <b>Resolved: - The Council agreed to instruct Well Farm Estate Joinery to carry out repairs to the bus shelter on Chester Road; the bench outside the Jubilee Hall and the bench outside the Alms Houses on Chester Road at a cost of £372.40.</b> <b>Proposed by Cllr Webb and seconded by Cllr Clegg.</b> <b>The voting took place as follows:-</b> <b>For:- Cllrs Boxall, Charlton, Clegg, Higgle, Webb, Whitehurst, Williams.</b> <b>Against:- none. Abstained:- none.</b>	
<b>614</b>	<b>PERSONNEL COMMITTEE</b> The minutes of the meeting of the Personnel Committee held on Monday 15 <sup>th</sup> February 2021 were previously circulated to Cllrs and duly noted by the Council.	

**The meeting closed at 9.12 pm**

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

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