

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON MONDAY 13TH MARCH 2023
IN THE VICTORIA JUBILEE HALL, MALPAS AT 7.00PM**

	PRESENT Cllrs Tina Barnett, Mike Boxall, Roger Clifford, Morgan Granger, Charles Higgle, Karen Meredith, Adrian Waddelove, John Webb (Chairman), Michael Williams. The Clerk. No members of the public attended the meeting.																		
292	APOLOGIES Cllr Chris Whitehurst - personal reason.																		
293	DECLARATION OF INTERESTS Cllr Clifford advised that he is acting as liaison officer on behalf of Malpas Community Links.																		
294	APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting held on 13th February 2023:-</u> Resolved:- The Council approved the minutes of the Parish Council Meeting held on 13th February 2023 as a true and proper record; the Chairman duly signed the minutes. Proposed by Cllr Barnett and seconded by Cllr Williams.																		
295	OPEN FORUM There was no consideration of this item.																		
296	POLICE REPORT The Police report was circulated previously. Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.																		
297	CASUAL VACANCIES There are a further two vacancies on the Council further to the departure of Cllrs Hood and Roberts. There are now four Casual Vacancies on the Council. The Council agreed to wait to the May elections rather than co-opting.																		
298	COUNCIL ELECTIONS A poster has been designed to promote the local elections in May. Cllrs Williams and Granger are to hold an informal drop in session for residents who may be interested in becoming a councillor. The session will take place at the Old Fire Station on Saturday 18 th March.																		
299	ANNUAL PARISH MEETING The Council considered arrangements for the Annual Parish Meeting. The Council agreed to hold a defibrillator training session; invite last year's grant recipients and the PCC to the Annual Parish Meeting. There will also be a presentation about the Neighbourhood Plan and an update about the car park. It was agreed to hold the Annual Parish Meeting on Monday 15 th May 2023 and to hold the first business meeting of the new Parish Council on Monday 22 nd May 2023 (dates are subject to confirmation based on room availability and legality of the meeting.)																		
300	ACCOUNTS The Council moved to a Part 2 to discuss the legal fees for the car park. <u>300.1 To approve payments:-</u> <table><tr><th>Chq No</th><th>Payee</th><th>Amount</th></tr><tr><td>532</td><td>HMRC:- PAYE Feb 2023</td><td>£ 93.36</td></tr><tr><td>533</td><td>Mosslands Costs / Running Costs</td><td>£ 111.43</td></tr><tr><td>534</td><td>DEFIB:- Brunel Engraving</td><td>£ 130.86</td></tr><tr><td>535</td><td>MOSSLAND: Nick Brookes Skip Hire (to remove fly tipping)</td><td>£ 194.60</td></tr><tr><td>536</td><td>GRANT:- Community Links (payment of Amberon invoice)</td><td>£ 990.00</td></tr></table>	Chq No	Payee	Amount	532	HMRC:- PAYE Feb 2023	£ 93.36	533	Mosslands Costs / Running Costs	£ 111.43	534	DEFIB:- Brunel Engraving	£ 130.86	535	MOSSLAND: Nick Brookes Skip Hire (to remove fly tipping)	£ 194.60	536	GRANT:- Community Links (payment of Amberon invoice)	£ 990.00
Chq No	Payee	Amount																	
532	HMRC:- PAYE Feb 2023	£ 93.36																	
533	Mosslands Costs / Running Costs	£ 111.43																	
534	DEFIB:- Brunel Engraving	£ 130.86																	
535	MOSSLAND: Nick Brookes Skip Hire (to remove fly tipping)	£ 194.60																	
536	GRANT:- Community Links (payment of Amberon invoice)	£ 990.00																	

537	NEIGHBOURHOOD PLAN:- Cheshire Wildlife Trust (fees)	£3,552.12
538	CAR PARK:- Hill Dickinson LLP (legal fees)	£2,858.66
539	CWaC - bench on Chester Road	£ 659.00
540	DEFIB:- Barlows Electrical (install cabinet)	£ 90.00
541	Victoria Jubilee Hall (PC - £66.00; NP - £14.50)	£ 80.50

The Clerk's salary was paid by standing order.

Resolved:- The Council agreed to the above payments.

Proposed by Cllr Clifford and seconded by Cllr Granger.

300.2 Receipts Received as at 1st March 2023:-

None received.

300.3 Accounts and Bank Reconciliation:-

The summary of Receipts and Payments was previously circulated.

The reconciled balance in the current bank account as at 1st March 2023 was £216,598.76.

The funds are allocated as follows:-

Parish Council – £38,971.85

Christmas Event Funding - £361.47

New Homes Bonus - £25,648.00

Community Infrastructure Levy (CIL):- £140,684.33

Allotment Deposits (ring fenced in accounts):- £500.00

Allotment Maintenance funds (ring fenced in accounts):- £250.00

Neighbourhood Plan:- £4,965.22

Bus Shelter (Insurance Claim and Members Grant):- £3,798.57

Will Legacy:- £1,078.00

Bench for Chester Road:- £659.00 to be paid

Christmas Trees :- (£317.68) to be reimbursed

300.4 S106 funding:-

The updated quotation for the works has been received.

Cllr Clifford and the Clerk met with MDSC to sign the paperwork. Work is due to start; when the work has been completed, signed off and the invoice paid to the supplier the Council are then to transfer the S106 funds to MDSC.

301 BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2023 / 2024

Cllr Waddelove requested that the Chester Road crossing / pavement is added to the project list.

302 PLANNING

302.1 Planning Applications:-

302.1.1 23/00431/FUL - Single storey front extension at 17 Depenbech Close Malpas

Observations:-

The Council would make the observations as documented below:

Background Factors: Within settlement boundary

Relevant Neighbourhood Plan Policies: BE3

Potential benefits to the community: None identified

Potential impact on wider community: Visible from the public realm

Other relevant information: The Council like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles.

302.1.2 23/00520/FUL and 23/00523/LBC - Replacement porch, replacement windows and external rear door, remove leadwork under eills, replace with splayed brick sub-eills,

remove internal walls to create open plan kitchen/day room and enlarge patio door to install bifolding doors to existing rear extension, modifications to vehicular access with 1.9m high stone gateposts and 1.6m high gates at Hannelts Cottage Tilston Road Overton Malpas

Observations:-

The Council would make the observations as documented below:

Background Factors: Open countryside; Listed Building

Relevant Neighbourhood Plan Policies: BE3

Other relevant information: The Council would like to ensure that the heritage and conservation officers are satisfied that the materials to be used are in keeping with the listed building and its setting.

The Council would also want to ensure that Highways Officer is satisfied that the altered drive splay is satisfactory. In altering the vehicular access, the applicant will need to remove part of the hedge. The Council would like to ensure that there will be some replanting around the altered access.

The Council like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles.

302.1.3 23/00448/FUL - Single storey rear extension at 1 Hayside Walk Malpas

Observations:-

The Council would make the observations as documented below:

Background Factors: Within settlement boundary; Conservation area

Relevant Neighbourhood Plan Policies: LE3, BE3

Potential impact on neighbours: Possible visual impact

Potential impact on wider community: Visible from the public realm

Other relevant information: The Council would want to ensure that the materials used are in keeping with the Conservation Area and that the Conservation Officer is satisfied that they are.

The Council like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles.

301.1.4 23/00547/S73 - Erection of dwelling (amendment of planning permission 10/13026/FUL) - This application is to vary conditions 2 (approved plans) and 6 (external joinery) of planning permission 16/00928/FUL at Land Rear of Holly House Old Hall Street Malpas

Observations:-

The Council would make the observations as documented below:

Background Factors: Within settlement boundary; Conservation area; Listed Building

Relevant Neighbourhood Plan Policies: LC3 BE4 BE3

Potential impact on neighbours: Visible from the public realm; Potential impact on the

Other relevant information:- The Council would want to ensure that both Conservation and Heritage Officer is satisfied that the changes are in keeping with the conservation area and do not adversely affect the setting of any of the listed heritage buildings adjacent to the site.

The Council like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles.

Resolved:- The Council agreed to accept all the above planning observations.

	<p>Proposed by Cllr Clifford and seconded by Cllr Higgle.</p> <p>302.2 <u>To consider any applications received after the agenda has been Distributed:-</u> No new applications have been received.</p> <p>302.3 <u>Recent decisions by CW&C:-</u> <u>Approved / Decided:-</u> 22/03600/FUL - Hawthorn Cottage Dog Lane Oldcastle Malpas 22/04419/LDC - The Stables at The Stables Church Street Malpas <u>Withdrawn:-</u> 22/01197/FUL – Mount View Dymocks Mill Lane Oldcastle Malpas <u>Refused:-</u> 22/04596/TPO - The Old Rectory Church Street Malpas</p> <p>302.4 <u>Chester Road Site:-</u> Cllr Webb advised building work has commenced at the doctors surgery.</p> <p>302.5 <u>Bovis Estate:-</u> Concerns were raised regarding the ponds, the state of the roads and hedges.</p>
303	<p>MONTHLY SURGERY</p> <p>The March surgery did not take place. The Council discussed the winter gritting which is due to be reviewed by the new Council. The following issues were raised at Friday Friends group:-</p> <ul style="list-style-type: none"> - Winter Gritting - Access / Footpath / Dropped Kerbs - Highways Concerns (including speeding, condition of roads, congestion, parking) - Laurel Bank Extension – effect on The Cedars - Car Parking capacity - Public Transport - Maintenance of Cemetery - Age Friendly - Support for Friday Friends.
304	<p>HIGH STREET CAR PARK</p> <p>Cllr Webb and Ward Cllr Williams are due to meet with Highways to discuss progress of the car park.</p>
305	<p>ALLOTMENTS</p> <p>305.1 <u>Update:-</u> There are currently two plots which are not fit to let and one plot available to let.</p> <p>305.2 <u>Fly Tipping:-</u> An order was placed order for a midi skip at a cost of £194.60 incl. VAT to remove fly tipping at the site.</p> <p>305.3 <u>Internal Footpaths:-</u> The Council is to obtain quotes for materials to provide safe footpaths at the allotment site and the cost to hire a digger to carry out the work. The Clerk is to complete the form to request to draw down the S106 funding that has been allocated to allotments.</p>
306	<p>APPEARANCE OF MALPAS</p> <p>306.1 <u>Street Furniture Update:-</u> Work in progress.</p> <p>306.2 <u>Bus Shelter – Old Hall Street:-</u> The bus shelter is due to be fitted by the end of March.</p> <p>306.3 <u>Village Pump:-</u> Work in progress.</p> <p>306.4 <u>Hanging Baskets:-</u> The Clerk is in the process of contacting businesses in the village.</p> <p>306.5 <u>Parish Council Noticeboard:-</u> The Council are to obtain further quotes to carry out repairs.</p>

	306.6 <u>Planters:-</u> The Clerk is in the process of making arrangements.																																
307	DEFIBRILLATOR The proof of the plaque has been circulated. Arrangements are to be made to place the plaque next to the defibrillator.																																
308	CHESTER ROAD PAVEMENT Cllr Webb and Ward Cllr Williams are due to meet with Highways, CWaC, to discuss the installation of a pavement on Chester Road.																																
309	COMMUNITY RESILIENCE PLAN (CRP) Cllr Granger is in the process of obtaining quotes for various equipment.																																
310	CLERK'S REPORT <table><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>310.1</td><td>Website</td><td>The draft is due to be circulated for approval.</td></tr><tr><td>310.2</td><td>Purchase Huxley's Land</td><td>Email sent to Hill Dickinson to request return of the £7.5k deposit that was paid.</td></tr><tr><td>310.3</td><td>Community Orchard</td><td>Site meeting took place with CWaC, allotment holders plus Cllrs Webb, Higgle and the Clerk to plant the fruit trees at The Mossland on Tuesday 7th March.</td></tr><tr><td>310.4</td><td>Bench</td><td>Received invoice for bench on Chester Road.</td></tr><tr><td>310.5</td><td>Neighbourhood Plan meeting</td><td>Jubilee Hall booked for Thursday 23 March.</td></tr><tr><td>310.6</td><td>Purdah</td><td>CHALC suggested that no surgeries take place during purdah.</td></tr><tr><td>310.7</td><td>Bus Charges</td><td>Sent letter to Edward Timpson MP; reply received and circulated.</td></tr><tr><td>310.8</td><td>Neighbourhood Plan</td><td>The Council has applied to become a member of the Public Sector Geospatial Agreement (PSGA) ref 147743 Processed and login details shared with the Neighbourhood Plan Steering Group</td></tr><tr><td>310.9</td><td>Community Cashback Fund-Application</td><td>The BACS form and signed Terms and Conditions document have been completed and returned to the Police and Crime Commissioner for the grant funding of £3,000.00 towards car park security.</td></tr></table>			No.	Item	Update	310.1	Website	The draft is due to be circulated for approval.	310.2	Purchase Huxley's Land	Email sent to Hill Dickinson to request return of the £7.5k deposit that was paid.	310.3	Community Orchard	Site meeting took place with CWaC, allotment holders plus Cllrs Webb, Higgle and the Clerk to plant the fruit trees at The Mossland on Tuesday 7th March.	310.4	Bench	Received invoice for bench on Chester Road.	310.5	Neighbourhood Plan meeting	Jubilee Hall booked for Thursday 23 March.	310.6	Purdah	CHALC suggested that no surgeries take place during purdah.	310.7	Bus Charges	Sent letter to Edward Timpson MP; reply received and circulated.	310.8	Neighbourhood Plan	The Council has applied to become a member of the Public Sector Geospatial Agreement (PSGA) ref 147743 Processed and login details shared with the Neighbourhood Plan Steering Group	310.9	Community Cashback Fund-Application	The BACS form and signed Terms and Conditions document have been completed and returned to the Police and Crime Commissioner for the grant funding of £3,000.00 towards car park security.
No.	Item	Update																															
310.1	Website	The draft is due to be circulated for approval.																															
310.2	Purchase Huxley's Land	Email sent to Hill Dickinson to request return of the £7.5k deposit that was paid.																															
310.3	Community Orchard	Site meeting took place with CWaC, allotment holders plus Cllrs Webb, Higgle and the Clerk to plant the fruit trees at The Mossland on Tuesday 7th March.																															
310.4	Bench	Received invoice for bench on Chester Road.																															
310.5	Neighbourhood Plan meeting	Jubilee Hall booked for Thursday 23 March.																															
310.6	Purdah	CHALC suggested that no surgeries take place during purdah.																															
310.7	Bus Charges	Sent letter to Edward Timpson MP; reply received and circulated.																															
310.8	Neighbourhood Plan	The Council has applied to become a member of the Public Sector Geospatial Agreement (PSGA) ref 147743 Processed and login details shared with the Neighbourhood Plan Steering Group																															
310.9	Community Cashback Fund-Application	The BACS form and signed Terms and Conditions document have been completed and returned to the Police and Crime Commissioner for the grant funding of £3,000.00 towards car park security.																															
311	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.																																
312	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES 312.1 Malpas Burial Board:- Cllr Higgle advised that the Clerk, Mrs Sheila Whyte, is resigning and her replacement will be Mrs Jackie Clegg.																																
313	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 are of a sensitive nature. Proposed by Cllr Waddelove and seconded by Cllr Williams.																																
314	CAR PARK LEGAL FEES The Council considered notification from Hill Dickinson regarding an increase to the initial legal fee that was proposed (£1,850.00 plus VAT) to £2,850.00 plus VAT. The Council noted that the disbursement figure may also increase. Resolved:- The Council agreed to accept the offer to write off the additional fees incurred and to accept the proposed increase in fees from £1,850.00 plus VAT to £2,850.00 plus VAT. Proposed by Cllr Clifford and seconded by Cllr Granger.																																
315	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 are of a sensitive nature.																																

	Proposed by Cllr Higgle and seconded by Cllr Meredith.
--	---

The meeting closed at 8.25 p.m.

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