

MALPAS PARISH COUNCIL

THE MEETING OF MALPAS PARISH COUNCIL WILL BE HELD ON
THURSDAY 26TH OCTOBER 2023
IN HIGH STREET CHURCH, MALPAS AT 7.00PM

NO	AGENDA	Presented By																											
1.	APOLOGIES	Clerk																											
2.	DECLARATIONS OF INTEREST Councillors to declare any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend or close associate interest	Stg Item																											
3.	APPROVAL OF THE MINUTES To approve the minutes of the business meeting held on 11 th September 2023	Stg Item																											
4.	OPEN FORUM Malpas residents can raise issues with the Parish Council in open discussion	Stg Item																											
5.	INTERNAL PROCEEDURES To receive update regarding reviewing / amending the council policies	Stg Item																											
6.	COUNCIL VACANCY To co-opt to fill one council vacancy	Stg Item																											
7.	POLICE REPORT 7.1 <u>Update:-</u> To receive update 7.2 <u>PCSO:-</u> To receive update regarding letter sent to the PCC to request new PCSO	Stg Item																											
8.	EXTERNAL AUDIT To review and take action if required on external auditors report (previously circulated)	Stg Item																											
9.	ACCOUNTS 9.1 <u>Payments:-</u> To approve the following payments and any other payments that are due:- <table border="1" data-bbox="236 1361 1307 1756"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>R Shackleton</td> <td>Running Costs</td> <td>TBC</td> </tr> <tr> <td>HMRC</td> <td>PAYE / National Insurance</td> <td>TBC</td> </tr> <tr> <td>Victoria Jubilee Hall</td> <td>Room Hire</td> <td>£ 89.50</td> </tr> <tr> <td>Royal British Legion</td> <td>poppy wreath</td> <td>£ 100.00</td> </tr> <tr> <td>Malpas Joint Burial Board</td> <td>Grant</td> <td>£5,000.00</td> </tr> <tr> <td>CWaC</td> <td>Temporary Events Notice</td> <td>£ 21.00</td> </tr> <tr> <td>CWaC</td> <td>Election recharge</td> <td>£ 197.00</td> </tr> <tr> <td>PKF Littlejohn LLP</td> <td>Annual External Audit</td> <td>£ 504.00</td> </tr> </tbody> </table> 9.2 <u>Receipts:-</u> To record any receipts received 9.3 <u>Accounts 2023 - 24:-</u> To receive receipts and payments including bank reconciliation 9.4 <u>Financial Scrutineer:-</u> To appoint new Financial Scrutineer 9.5 <u>Budget to Date:-</u> To receive six month budget to date figures (see Attachment)	Payee	Details	Amount	R Shackleton	Running Costs	TBC	HMRC	PAYE / National Insurance	TBC	Victoria Jubilee Hall	Room Hire	£ 89.50	Royal British Legion	poppy wreath	£ 100.00	Malpas Joint Burial Board	Grant	£5,000.00	CWaC	Temporary Events Notice	£ 21.00	CWaC	Election recharge	£ 197.00	PKF Littlejohn LLP	Annual External Audit	£ 504.00	Clerk
Payee	Details	Amount																											
R Shackleton	Running Costs	TBC																											
HMRC	PAYE / National Insurance	TBC																											
Victoria Jubilee Hall	Room Hire	£ 89.50																											
Royal British Legion	poppy wreath	£ 100.00																											
Malpas Joint Burial Board	Grant	£5,000.00																											
CWaC	Temporary Events Notice	£ 21.00																											
CWaC	Election recharge	£ 197.00																											
PKF Littlejohn LLP	Annual External Audit	£ 504.00																											

10.	BUSINESS PRIORITIES AND PROJECTS To construct outline plans and draft budgets for proposed business priorities for the next financial year	Stg Item
11.	S106 11.1 <u>Potential s106 funding:-</u> To receive report and agree action regarding potential sums of s106 money triggered by a development Lynchet Road, Malpas for open space typologies 11.2 <u>Existing s106 funding:-</u> To receive update regarding meeting with the Localities Officer	RS
12.	PLANNING 12.1 <u>Planning Applications:-</u> 12.1.1 23/02885/CAT - Remove 3x Sycamores to ground level and part Holly tree overhanging Chapel at Land Adjacent To The Chapel Chester Road Malpas Cheshire 12.1.2 23/02948/FUL - Conversion of existing garage to annex at Woodhouse Farm Dymocks Mill Lane Oldcastle Malpas 12.1.3 23/03050/TPO - Oak tree (T1) in middle of garden- fell to ground level at Inglewood 3 Love Lane Overton Malpas 23/03136/S73 - Demolition of existing farmhouse and erection of a replacement dwelling, conversion of agricultural buildings to four dwellings and ancillary works. - amendment to condition 2 (approved plans) of application 19/03841/FUL at Woodhouse Farm Dymocks Mill Lane Oldcastle Malpas 12.2 <u>To consider any applications received after the agenda has been distributed</u> 12.3 <u>Recent decisions by CW&C:-</u> <u>Approved / Decided:-</u> 23/02397/CAT - Cemetery Lodge Chester Road Malpas 23/02493/CAT - Bank Cottage Old Hall Street Malpas 23/02498/FUL - The Old Dairy The Hough Higher Wych Road Wigland 23/02761/CAT – Greystones High Street Malpas	KM
13.	NEIGHBOURHOOD PLAN To receive update	CW
14.	MONTHLY SURGERY To receive report	Stg Item
15.	THE MOSSLAND 15.1 <u>Allotments:-</u> To receive update including annual invoicing and vacant plots 15.2 <u>Security at the allotments:-</u> To consider purchase of gate and lock 15.3 <u>Bank Account:-</u> To receive report regarding the bank account that has been set up in the name of The Mossland and to agree to transfer the key deposits from the Malpas Parish Council's bank account to The Mossland's bank account 15.4 <u>Charities Commission:-</u> To receive update regarding enquiry made about trustees 15.5 <u>Trust Deed Document:-</u> To request for approval to instruct Hill Dickinson solicitors and costs of £3,000.00 to £4,000.00 plus vat to prepare the Trust Deed Document	Clerk / RC

16.	<p>HIGHWAYS</p> <p>16.1 <u>B5395 Speed Limit:-</u> To receive update and agree any actions</p> <p>16.2 <u>Chester Road Pavement:-</u> To receive progress report</p> <p>16.3 <u>Footpath 10 (from Hughes Lane to the Church):-</u> To receive update regarding the improvement works</p>	MW
17.	<p>HIGH STREET CAR PARK</p> <p>To receive update</p>	MW
18.	<p>THE CROSS</p> <p>To receive report regarding the state of the Cross and to agree action regarding works required and to carrying out improvements to enhance the Cross and its' surrounds</p>	AW
19.	<p>CCTV PHASE 2</p> <p>To consider and agree the funding requirements to install phase 2 CCTV in the village</p>	OL
20.	<p>APPEARANCE OF MALPAS</p> <p>20.1 <u>Street Furniture:-</u> To receive update and agree any actions</p> <p>20.2 <u>Bus Shelter Old Hall Street:-</u> To receive update and agree any actions</p>	Stg Item
21.	<p>MALPAS RECREATION GROUND</p> <p>To receive report regarding the management of the Recreation Ground and to consider writing to the Trustees asking them to clarify the clarify, the management structure, complaints handing, risk assessment, financial situation, reporting, conflicts of interest and what benefits the Charity has provided as specified in the Deed of Trust.</p>	CH / RC
22.	<p>REMEMBRANCE SUNDAY</p> <p>To receive report and agree any actions and to consider request to grant permission to decorate The Cross for Remembrance Day</p>	CW
23.	<p>CHRISTMAS</p> <p>23.1 <u>Christmas Street Lighting:-</u> To receive and consider quote to erect and take down the Christmas Street lighting including the electrical works</p> <p>23.2 <u>Electricity costs:-</u> To consider to offer to make a contribution towards the electricity costs for the Christmas Street lighting</p> <p>23.3 <u>Other actions for the Christmas event:-</u> To receive update and agree any actions for the following to enable the Christmas event to take place:- <ul style="list-style-type: none"> - Medical assistance - Insurance Cover - Highways closure - Events Licence - Alcohol Licence </p> <p>23.4 <u>Small Christmas Trees:-</u> To consider and agree actions regarding the Christmas trees in the village including the purchase of batteries for the trees</p>	MW / Clerk
24.	<p>CHALC ANNUAL MEETING</p> <p>To receive report</p>	RS

25.	DATES FOR 2024 MEETINGS To agree dates and venue	Stg Item
26.	CLERKS REPORT To receive report	Clerk
27.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX (The RED SUGGESTION BOX located in Londis near the Post Office counter)	Clerk
28.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES	Cllrs
	PART 2	
	PRESS AND PUBLIC To resolve to exclude the press and members of the public as the items to be discussed are either of a contractual or sensitive nature.	Stg Item
1.	HIGH STREET CAR PARK To receive update and agree any action(s)	CW

*Stg Item:- Standing Item

Signed By: - Ruth Shackleton Date: - 18th October 2023
Clerk

Members of the public are encouraged to submit questions via email and also to confirm their attendance prior to the meeting.
Please contact the Clerk by email, malpaspc@hotmail.com or phone 01948 770678.

From October 2023 the Parish Council will meet on the last Thursday of the month in the High Street Church, Malpas (unless otherwise stated on the agenda).

2023 Meeting Dates:-

Thursday 30th November 2023 - High Street Church, Malpas

There is no scheduled meeting in December

Parish Council Surgery Dates

The Surgeries take place between 10.00 am – 12.00 noon at the Jubilee Hall on the following dates:-

Saturday 2nd December 2023

Useful links to Cheshire West and Chester Council: -

- **Streetcare, Highways and Regulatory Service issues:** [Report it | Cheshire West and Chester Council](#)
If you have reported an issues and require an update please use the Cheshire West and Chester Council's status checker - [Report it status checker - Case status - Self \(cheshirewestandchester.gov.uk\)](#)
- **Flooding:** [Flooding | Cheshire West and Chester Council](#)
- **Community Flood Resilience Planning:** [Community Flood Resilience Planning | Cheshire West and Chester Council](#)
- **Planning:** [See or comment on planning applications | Cheshire West and Chester Council](#) or [Apply for planning permission | Cheshire West and Chester Council](#)
- **Other ways to access council services:** [Other ways to access council services | Cheshire West and Chester Council](#)
- **Complaints and feedback:** [Complaints and feedback | Cheshire West and Chester Council](#)

