

# MALPAS PARISH COUNCIL

MEETING OF MALPAS PARISH COUNCIL WILL BE HELD ON  
MONDAY 11<sup>TH</sup> OCTOBER 2021

IN ROOMS 2 AND 3 AT THE JUBILEE HALL AT 7.00PM  
(Due to Covid restrictions, should any parishioners wish to attend the  
meeting, please can they contact the clerk)

NO	AGENDA	Presented By																		
1.	APOLOGIES	Stg Item																		
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 13 <sup>th</sup> September 2021 (see Attachment A)	Stg Item																		
4.	OPEN FORUM Malpas residents can raise issues with the Parish Council in open discussion - Rob Ruddock will talk to the meeting about Community Resilience Plans	Stg Item																		
5.	POLICE REPORT To receive update	PCSO																		
6.	CASUAL VACANCIES To receive update	Stg Item																		
7.	INTERNAL PROCEDURES To set a date to meet to review / amend the Council policies and for the Council to create a scheme of delegation for statutory and devolved duties for the Clerk and Parish Councillors leaving Clerk to manage other devolved duties	Stg Item																		
8.	ELECTION OF REPRESENTATIVES Personnel Committee - to review membership and agree any action required	Stg Item																		
9.	AUDIT To review and take action if required on external auditors report (previously circulated)	Stg Item																		
10.	ACCOUNTS 10.1 To approve the following payments and any other payments that are due:- <table border="1" data-bbox="215 1541 1332 1805"> <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>R Shackleton</td> <td>Additional Hours Worked</td> <td>TBC</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td>TBC</td> </tr> <tr> <td>Victoria Jubilee Hall</td> <td>Room Hire</td> <td>TBC</td> </tr> <tr> <td>Malpas Girls Football Club</td> <td>Grant</td> <td>£500.00</td> </tr> </tbody> </table> 10.2 To record receipts received 10.3 To approve the accounts and bank reconciliation (see Attachment B) 10.4 Budget to Date:- to receive six month budget to date figures (see Attachment C) 10.5 Zoom:- to consider whether to renew subscription plan	Payee	Details	Amount	R Shackleton	Running Costs	TBC	R Shackleton	Additional Hours Worked	TBC	HMRC	PAYE	TBC	Victoria Jubilee Hall	Room Hire	TBC	Malpas Girls Football Club	Grant	£500.00	Stg Item
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Malpas Girls Football Club	Grant	£500.00																		
11.	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023 To construct outline plans and draft budgets for proposed business priorities for the next financial year:-	Stg Item																		

	<b>Business Priority / Project</b>	<b>Lead</b>	
	Car Parking	JW / CW	
	Climate Emergency	MB	
	Road Safety	CW	
	Village Appearance		
	Collaboration opportunities with the Jubilee Hall		
	Engaging with young people in the village	JW	
12.	<b>SURGERIES</b> To review surgery arrangements for October		JW
13.	<b>PLANNING</b> 13.1 <u>Planning Applications:-</u> 21/03648/LDC - The parking provision at The Stables to be solely for use of the residents / occupants of The Stables at The Stables Church Street Malpas 13.2 <u>To consider any applications received after the agenda has been distributed</u> 13.3 <u>Recent decisions by CW&amp;C:-</u> <u>Approved:-</u> 20/03648/FUL - Ebnal Farm Ebnal Lane Malpas 20/04253/FUL - 11 Springfield Road Malpas 13.4 <u>Planning Process:-</u> To consider the Council's look at the process for making observations on planning applications. 13.5 <u>Duchy Homes Development on Chester Road:-</u> To receive report regarding traffic concerns at school drop off and pick up times; concern over footpath route; to consider to request holding 6 weekly meetings with Duchy Homes to reduce issues for nearby neighbours 13.6 <u>Consultation:-</u> to consider new development street name suggestions for 21/00181/NEWDEV - Chester Road		KM
14.	<b>HIGHWAYS</b> 14.1 Church Street Speeding Complaints:- To receive report regarding vehicles speeding through traffic light section and to agree action 15.2 Speeding Issues Consultation:- to consider and agree action regarding participating in pilot scheme including financial contribution		CW JW
15.	<b>SPEEDWATCH</b> To agree that Malpas Parish Councillors actively hold a Speed Gun session by the end of October to show a lead in the community, and send a press release asking for volunteers		RC
16.	<b>APPEARANCE OF MALPAS</b> 16.1 Planters:- to agree refill planters 16.2 Dog Bag Dispensers:- to agree alternative location for final dispenser		Clerk
17.	<b>MALPAS CHRISTMAS MARKET AND CHRISTMAS LIGHTS</b> To receive update and agree any action regarding the Christmas Event		MW
18.	<b>REMEMBRANCE SUNDAY</b> To receive update for arrangements		MW
19.	<b>CLIMATE EMERGENCY EXHIBITION</b> To receive report and agree any actions required for the event		MB
20.	<b>CWaC COMMISSIONING PLANS</b> To consider and agree action required to support Malpas OPAL Club		CW
21.	<b>THE QUEEN'S GREEN CANOPY</b> To receive update regarding plant a tree for the Jubilee celebrations in June 2022		MG
22.	<b>FIRE SERVICE RECOGNITION</b> To agree that the Council sends a letter of congratulation to John Hibbert who retired recently from the Fire Service after 21 years' service		CH

23.	LOYALTY APP To consider how the Council is going to work with the CWaC initiative to support the rural businesses along the Sandstone Ridge via a loyalty app	MG
24.	CLERKS REPORT To receive report	Clerk
25.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX (The RED SUGGESTION BOX located in Londis near the Post Office counter)	Stg Item
26.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES	Cllrs
27.	HELP FOR LOCAL BUSINESSES To consider the following:- - That the Council request that parking restrictions are not enforced for the time being. The move of the Co-op has eased parking on High Street considerably. Congestion is not a problem at the moment. - That the Council write to the MP requesting that Business Rates are abolished, or failing that, suspended until High Streets get back on their feet.	
	<b>PART TWO</b>	
	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 and also relate to employee matters	Stg Item
1.	CAR PARKING IN THE VILLAGE - To confirm valuation and offer to purchase land - To agree to proceed with planning application - To confirm arrangements for village Information / feedback event	JW
2.	CLERK'S PAY GRADE AND HOURS - To receive report and agree action(s) - To set a date for the Personnel Committee to establish a set of performance criteria and evaluation form to assist in staff appraisal	JW JC

\*Stg Item:- Standing Item

Signed By: - *Ruth Shackleton*  
Clerk

Date: - 6<sup>th</sup> October 2021

**Please note, that due COVID 19 legislation the meeting is limited to a maximum of 21 people.**

**To ensure that the capacity is not exceeded, 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](mailto:malpaspc@hotmail.com), or by telephone, 01948 770678.**

The Parish Council meet at 7.00 pm on the second Monday every month in the Victoria Jubilee Hall, Malpas (unless otherwise stated on the agenda).

**Meeting Dates:-**  
8<sup>th</sup> November 2021  
13<sup>th</sup> December 2021