

MINUTES OF THE MEETING OF MALPAS PARISH COUNCIL HELD ON MONDAY 12TH SEPTEMBER 2016 IN THE JUBILEE HALL AT 7 PM

PRESENT

Cllrs. Charles Lowick Higgie (Chairman), Carol Broad (Vice Chairman), John Webb, Roma Hancock, Sue Griffith, Martin Shackleton, Chris Whitehurst, John Bickley, Tina Barnett, Sarah Thomas.

The Clerk. Two members of the public. PC Ged Gigg attended part of the meeting.

90 APOLOGIES

Cllrs. Eric Bickley, Adrian Waddelove, Karen Meredith.

91 DECLARATION OF INTERESTS

Cllr Webb declared a non-pecuniary interest in item 110 of the minutes.

Cllr Lowick Higgie declared a non-pecuniary interest in item 116 of the minutes.

Cllr Broad declared a non-pecuniary interest in item 99.7 of the minutes.

Cllr Griffith declared a non-pecuniary interest in item 99.5 of the minutes.

92 APPROVAL OF THE MINUTES

Resolved: - The Chairman signed the minutes of the Parish Council meeting that was held on 11th July 2016 as a true and proper record. Proposed by Cllr Broad and seconded by Cllr Hancock.

93 OPEN FORUM

There was no consideration of this item.

94 POLICE REPORT

94.1 Report:-

See attached for monthly updates for Malpas.

PC Ged Gigg updated the meeting regarding recent thefts in the area and to advise that he has spoken with the developers of the St Joseph's site.

94.2 Operation Shield:-

See attached for report. PC Ged Gigg provided a further update regarding funding Operation Shield.

Resolved: - The Council agreed to fund the rollout Operation Shield Scheme. Proposed by Cllr Shackleton and seconded by Cllr Barnett.

95 ACCOUNTS

95.1 Payments Approved:-

Chq No	Payee	Statutory Power	Amount
093	Running Costs	s.111	£ 266.42
094	Victoria Jubilee Hall	s.111	£ 46.50
095	BDO LLP	s.111	£ 360.00
096	CW&C – road markings Church Street and Wrexham Road	s.111	£ 316.80
097	NP:- High Street Church	s.111	£ 15.00

The Clerk's salary was paid by standing order.

Receipts Received:-

None have been received

Bank Account:-

The reconciled balance in the current bank account as at 1st August 2016 was £72,855.30. The funds are allocated as follows:-

- Parish Council - £15,822.89
- Christmas Lights Funding - £721.99;
- Fencing to rear of public toilets funding - £850.00.
- New Homes Bonus £53,351.00;
- Allotments (balance of £3,600 transferred from NHB allocation) £1,367.00;
- Neighbourhood Plan £742.42;

Resolved: - The Council agreed to the above payments. Proposed by Cllr Webb and seconded by Cllr John Bickley.

95.2 Annual Audit:-

The external auditors BDO LLP have written to advise there were no matters that came to their attention which required the issuing of a separate additional issues arising report.

The annual return and certificate of notice of conclusion of audit were presented to the Council. The annual return and notice of conclusion of audit is to be published on the Council's website and noticeboard.

Resolved: - The Council agreed to approve and accept the annual return and certificate of notice of conclusion of audit. Proposed by Cllr Webb and seconded by Cllr Hancock.

95.3 New Bank Signatory:-

Resolved: - The Council agreed for Cllr Broad to become a bank signatory. Proposed by Cllr Lowick Higgle and seconded by Cllr Webb.

96 CASUAL VACANCIES

CW&C have written to confirm there have been no requests to hold a by-election for the Malpas Parish Vacancy following the passing of Cllr Arden.

There are two vacancies for which the Council can co-opt.

Resolved: - The Council agreed to co-opt Sarah Thomas, she duly signed the Acceptance of Office. Proposed by Cllr Webb and seconded by Cllr Hancock.

97 INTERNAL PROCEDURES

There were a number of queries regarding the insurance cover for the fixed assets:-

(i) Type of insurance cover:-

The values are on a new for old basis covered up to the amount covered under the policy. The insurance company recommend regular valuations to ensure that the items are insured correctly.

(ii) Allotments:-

With regards to the allotments the public areas such as pathways would be covered under the liability as it is currently however each individual plot would need to be insured separately by the plot holders.

(iii) The Cross:-

An email has been sent to Zurich to request quotes for an increase in value should there be any damage to the cross. Reply Due.

(iv) Costs of Fixed Assets:-

The Clerk is in the process of obtaining up to date quotes for existing fixed assets to ensure that the Council has sufficient insurance cover.

98 SURGERY ROTA

98.1 To receive update from the August and September surgeries:-

ISSUE	CONCERNS RAISED AND ACTION TAKEN
(i) Speeding	Complaint received regarding speeding from resident on Wrexham Road. This has been forwarded to Highways and the resident has been sent information about the options and details regarding Community Speed Management. Cllr Whitehurst has contacted Dave Reeves (manages Community Speed Watches). He will supply the equipment and provide training. He has suggested that Malpas co-ordinates efforts with Cuddington residents and Threapwood Parish Council.

(ii) Proposed Changes to Malpas FP4	Resident unhappy about proposed changes to the route of FP4 at the back of Springfield Avenue. It will run down the access alleyway at the back of the property. Resident has met with the PROW Officer and agreed action.	
(iii) Dog Waste	Numerous reports of dog waste being left in Well Street and the Springfield area of the village. Clerk to report to CW&C.	RS
(iv) Rubbish outside 10 Springfield Road	Accumulated rubbish is presenting a health hazard. Clerk to report to CW&C.	RS
(v) Bovis	Various issues raised including:- - Day time operations; - Complaints about work commencing on site before 8:00am. - Complaints about mountains of soil piled up at back of properties in St. Oswald's Close The above are to be raised at the next scheduled meeting with Bovis Representatives.	
(vi) Footpath at back of St Oswald's Close	Hedge needs cutting. Clerk to report to Highways.	RS
(vii) Gutters	Gutters full of weeds across the village. Clerk to report to Highways.	RS
(viii) Parking enforcement	Complaint regarding lack of Parking enforcement.	
(ix) Overgrown Hedge	Hedge by Cemetery on Chester Road. This has now been cut.	
(x) Grids on Chester Road	Grass growing at blocked grids on Chester Road. Clerk to report to Highways.	RS
(xi) Mastiff Lane	Concerns raised regarding traffic exiting Mastiff Lane on Whitchurch Road. The Clerk is to request that a mirror be installed at the location.	RS
98.2 <u>To receive a verbal update on issues arising and agree any actions:-</u> See above 98.3 <u>To establish rota for future surgeries:-</u> October: - Cllrs Whitehurst, Cllr Hancock and Cllr Thomas November:-Cllrs Whitehurst and Cllr Broad.		
99 PLANNING 99.1 <u>Applications:-</u> 16/ 02567/S73 - Variation of condition 2 (approved plans) of planning permission 15/05132/S73 to enlarge garage to create an office and create a basement to house a swimming pool/leisure suite at Plot 1 Land Opposite West End Cottage Church Street Malpas 16/03111/FUL – Front of the house to be painted in sandtex Plymouth grey with white windows and surrounds at Angel House, Church Street, Malpas 16/03037/FUL – single storey rear extension at 3 St Oswald's Close, Malpas 16/03399/CAT - Fell Leylandii which now stands at 25+ foot tall at Woodville High Street Malpas 16/03225/TPO - 50% reduction of 2 sycamore trees at 5 Hughes Lane Malpas 16/03469/FUL - General alterations including forming two single storey front bays, adjusting front and side dormers, altering doors and windows, forming two single storey side porch extensions and new entrance gates at Green Acres Whitewood Lane Overton Malpas 16/03438/FUL - Single storey rear and two storey side extension at 2 Beeches Villas, Tilston Road, Malpas 16/01179/FUL - Demolition of existing outbuildings and erection of 6 dwellings at Boogles Barn, Tilston Road, Overton, Malpas		

Resolved: - The Council agreed to accept the attached September Planning Report. Proposed by Cllr Shackleton and seconded by Cllr Webb.

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

16/03734/FUL - Demolition of the redundant School House and the construction of a new detached building. Expansion of the existing car park. Minor extension and alterations to the existing school building at Malpas Alport Primary School, Chester Road, Malpas

The Chairman exercised his right to call an extraordinary meeting to consider the above planning application.

99.3 Recent decisions by CW&C:-

Approval:-

16/02151/FUL – Overton Edge, Whitewood Lane, Overton

16/02567/S62 - Plot 1 Land Opposite West End Cottage, Church Street, Malpas

16/01860/LBC – Cobblestones, Church Street, Malpas

16/01659/FUL – Cobblestones, Church Street, Malpas

16/01779/FUL – Cholmondeley Terrace, Church Street, Malpas

16/01990/FUL – Heys Lodge, Church Street, Malpas

15/04750/FUL – Land off Greenfields Lane, Malpas

99.4 To receive planning updates:-

Resolved: - The Council agreed to accept the attached response to Cheshire West and Chester Council Local Plan (Part Two). Proposed by Cllr Shackleton and seconded by Cllr Lowick Higgie.

99.5 Bovis:-

Bovis have had a meeting with the neighbours to go through concerns at the site.

99.6 Planning Meeting:-

Cllr Broad is to circulate dates for the next planning meeting.

99.7 Housing Update:-

Cllrs Broad and Whitehurst met with CWaC Housing, West Cheshire Homes and Muir Housing Limited.

Failures were identified in the current application and bidding processes. All three organisations have gone away to review and / or amend their procedures.

A follow up meeting is planned before the next phase of affordable housing becomes available.

A number of residents who expressed interest at the January Village Housing day were not able to obtain property on West End Farm development, although all 10 properties have been allocated to local people.

Issues identified for action by the Council include:-

(i) Encouraging/helping local residents to register with West Cheshire Homes.

Cllr Whitehurst has produced an information leaflet that dispels the myths and gives the facts which will be circulated to the village.

(ii) The process and rules around discount house sales – Further investigation needed.

(iii) The number of affordable properties to be built in Malpas when viewed against the apparent demand (Data from Ward Survey held by The Malpas and District CLT). Considering this data, Cllr Whitehurst plans to challenge the numbers and types of affordable housing being built in the village.

100 BOVIS – BUS SHELTERS

The Clerk and Cllr Broad held a site meeting with CW&C to discuss the options for the bus shelter which Bovis have to provide under the section106 agreement. At the meeting, a request was made for the funds allocated for the bus shelter to be reallocated towards traffic calming measures on Chester Road.

Cllr Broad has spoken with the developers and they are happy for it to be used for other measures relating to traffic calming.

CW&C have since replied to advise that under the section 106 legal agreement the monies cannot be reallocated. Cllr Whitehurst is to make further enquiries with CW&C.	
101 CAR PARK / PARKING RESTRICITONS 101.1 <u>Enforcement of Traffic Restrictions:-</u> The Council has received complaints regarding enforcement of traffic restrictions issued to drivers of 4x4 vehicles as the boxes are not big enough to accommodate the vehicle. PC Ged Gigg advised the meeting that the police will be issuing tickets to any vehicles that are parked on the junction of High Street and Chester Road as they are causing a hazard to other drivers and pedestrians. The Clerk is to send a request to CW&C regarding the number of parking tickets issued since the introduction of parking restrictions. Concerns were raised regarding the amount of drivers who ignore the pedestrian crossing on Chester Road. The Clerk is to contact CW&C for an update regarding the lollipop person. The Clerk is to contact CW&C regarding the introduction of yellow lines on Church Street. 101.1 <u>Parking:-</u> The two static vehicles in the High Street car park have been reported to CW&C.	RS RS RS
102 HIGHWAYS 102.1 <u>Road Safety on Chester Road:-</u> Quotes are due from Highways. 102.2 <u>Love Lane - Update regarding order for width restriction:-</u> The six week Public Consultation on the proposed width restriction is underway. 102.3 <u>Overton Footpath:-</u> No issues with the new proposals for the Notice of Public Path Diversion Order for footpath in Overton. Access to the footpath from the highway will be left open. Conditions for diverting the footpath in a safe accessible manner have been agreed between CWaC and the resident.	
103 UPKEEP OF BRIDLEWAYS / FOOTPATHS The Council is seeing a rising number of complaints about a number of the rural services due to the reduction in CWaC financial budgets. Not just footpaths and bridleways.	
104 ALLOTMENTS The Clerk updated the meeting as follows:- • To date, paperwork and deposits have been received in respect of plots 1, 2, 3 and 4. • Paperwork has been sent out to five potential plot holders (three residents, Brightlife and Men in Sheds) – all but one have replied to say advise that they do not wish to take up a plot. • Cllr Whitehurst has prepared the specification for works at the allotment site. This has been sent to the following (closing date for tenders is 16 September):- (i) Dave Adams (ii) Dave Ackerley (iii) BJ Services (Brian Taylor) • The Clerk is to arrange a meeting with the plot holders to set up an Allotment Society	
105 PARISH INFORMATION BOARDS Meeting arranged with Nature Sign Designs for 14 September to go through requirements.	

106 TOURISM SIGNAGE TO THE VILLAGE AND CHURCH The Council considered the request received from Malpas Parochial Church Council for a contribution towards tourism signage. Cllr Shackleton is to find out more information regarding costs etc. Resolved: - The Council agreed to support the request in principle further to further information being obtained. Proposed by Cllr Webb and seconded by Cllr Whitehurst.	
107 VILLAGE PUMP Bovis have requested a valuation of the pump etc. so the management company can insure against any damage or theft etc. The Council have advised Bovis that the value of the pump is £2,500.00.	
108 VOLUNTEER EVENT A working group of Cllrs Webb, Broad, Lowick Higgle, Hancock and the Clerk are to meet to discuss the proposed volunteer event which is due to take place on Thursday 20th October.	
109 CHRISTMAS 109.1 <u>To receive report and agree action:-</u> Residents and businesses are invited to contact the Clerk should they wish install and pay to have a Christmas tree holder outside their properties. The Christmas event is due to take place on Saturday 26th November. There will be a grotto at the Christmas Market followed by an umbrella parade leading to the carol service in St Oswald's Church. Father Christmas and his reindeers will be present along with further guests. The Council formally thanked Cllr Shackleton for his work in organising the event. 109.2 <u>To consider request to pay for fake for Christmas Trees and lights to go up in the village:-</u> Cllr Shackleton updated the meeting regarding £2,000.00 due in donations to pay towards two sets of Christmas lights. Resolved:- The Council agreed to purchase fake 4 foot Christmas trees on behalf of the businesses and residents at a cost of approximately £45.00 per tree. Proposed by Cllr Shackleton and seconded by Cllr Webb.	
110 COMMUNITY MINIBUS See attached for report. Resolved:- The Council agreed to support the initiative in principle and to take the lead in the project which is to be discussed with local organisations at the Volunteer Event. Proposed by Cllr Shackleton and seconded by Cllr Lowick Higgle.	
111 LOCALITY COMMISSIONING Cllrs Webb and Whitehurst attended an event regarding Locality Commissioning Shropshire – Parish Clustering which was about Malpas residents using services in Whitchurch (e.g. library, swimming pool etc) and to request that neighbouring parishes increase their precept to help supplement the services. The Council are not minded to continue with ongoing discussions.	
112 RURAL SUPPORT GRANT The Council intends to submit a request to CW&C Rural Funding Programme for a £7,000.00 grant towards a community minibus (see item 110).	
113 GRASSED AREA IN SPRINGFIELD AVENUE A request has been received for the provision of additional car parking spaces at the grassed area in Springfields Avenue	

Highways have been contacted to advise of costs and of the feasibility to convert part of the grassed area to provide parking. They have sent a proposed plan and have advised that provision could be made for 7 extra 'well' parked vehicles with the removal of around 113m² of verge. However, it is likely there would be issues with buried services at the site. If this is the case, then the services would need to be diverted which would make the scheme expensive, running into several thousands of pounds. Resolved:- The Council agreed not to proceed with the investigation at this moment in time due to financial constraints.												
114 COMMUNITY PRIDE COMPETITION Cllr Lowick Higgle agreed to attend the 60th Community Pride Competition Invitation on Thursday 13th October at Sandbach Town Hall. Mark Holden has retired from the fire service after 25 years' service. The Council are to present him with a certificate and a bottle as a token of appreciation.												
115 CHALC ANNUAL MEETING This is on Thursday 20th October.												
116 CLERK'S REPORT <table><tr><td>(i) Overgrown Hedge</td><td> - Overgrown hedge on Wrexham Road, Malpas reported to Highways. - Overgrown hedge on Chester Road, Malpas reported to Highways. </td></tr><tr><td>(ii) Blocked Grids</td><td>Reported blocked grids in Well Street and Chester Road as they are full of straw.</td></tr><tr><td>(iii) The Cross</td><td> The Clerk has exchanged several emails with Helena Crawford, Highways, and David Hayns in order to establish who is responsible for the steps to the left of the Cross. To date ownership has not been established as the Council are disputing CW&C's claim that the Parish Council are responsible. </td></tr><tr><td>(iv) Ragwort and Japanese Knotweed at St Joseph's Site</td><td> Reported to CW&C as part of the site at the rear is open to the public as it forms a public footpath accessible from Love Lane. CW&C have replied to advise that it isn't a Council matter as the ragwort and Japanese knotweed is on land that is owned privately. The Clerk has sent an email to the developers of the St Joseph's site regarding the matter. </td></tr><tr><td>(v) Bin Stickers</td><td>An order for 500 bin stickers at £210.00 has been placed with smartwheelie.co.uk.</td></tr></table>		(i) Overgrown Hedge	- Overgrown hedge on Wrexham Road, Malpas reported to Highways. - Overgrown hedge on Chester Road, Malpas reported to Highways.	(ii) Blocked Grids	Reported blocked grids in Well Street and Chester Road as they are full of straw.	(iii) The Cross	The Clerk has exchanged several emails with Helena Crawford, Highways, and David Hayns in order to establish who is responsible for the steps to the left of the Cross. To date ownership has not been established as the Council are disputing CW&C's claim that the Parish Council are responsible.	(iv) Ragwort and Japanese Knotweed at St Joseph's Site	Reported to CW&C as part of the site at the rear is open to the public as it forms a public footpath accessible from Love Lane. CW&C have replied to advise that it isn't a Council matter as the ragwort and Japanese knotweed is on land that is owned privately. The Clerk has sent an email to the developers of the St Joseph's site regarding the matter.	(v) Bin Stickers	An order for 500 bin stickers at £210.00 has been placed with smartwheelie.co.uk.	
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117 EXTERNAL CORRESPONDANCE (Incl. the RED SUGGESTION BOX located in Londis near the Post Office counter). A list of correspondence received has been circulated to Cllrs. Letters received:- Thank you letter received from Young Person's Centre												
118 UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES 118.1 Village Fair:- There is a meeting due to take place. 118.2 BeWilderwood Site:- There is a public consultation at Cholmondeley Castle on 20th September.												

The meeting closed at 9.10 p.m.

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