

**MINUTES OF MALPAS PARISH COUNCIL
HELD ON MONDAY 9TH NOVEMBER 2020
USING THE ZOOM PLATFORM AT 7 PM**

	PRESENT Cllrs Tina Barnett, Richard Charlton, Jackie Clegg, Charles Higgle, Karen Meredith, Enric Sabia Picton Hughes, Adrian Waddelove (Chairman), John Webb, Chris Whitehurst, Michael Williams. The Clerk. One member of the public attended part of the meeting.	
463	APOLOGIES Cllrs Mike Boxall (Vice Chairman), Michelle Lloyd.	
464	DECLARATION OF INTERESTS Cllr Charlton declared a pecuniary interest in item 469.3.1 of the minutes. Cllr Clegg declared a non-pecuniary interest in item 477 of the minutes. Cllr Webb declared a non-pecuniary interest in items 470.2 and 477 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in items 470.2 and 477 of the minutes. Cllr Williams declared a pecuniary interest in items 469.3.1 and a non-pecuniary interest in 472 of the minutes.	
465	APPROVAL OF THE MINUTES Resolved: The following amendments were made:- • Item 447 was replaced with the following minute:- “The Council considered the report from Cllr Boxall about Business Priorities for the next financial year, and agreed that the focus of the council in the coming year should be on extending the car parking facilities in the village and reducing the list of outstanding actions arising from previous decisions. It was agreed that the budgets for 2021/22 should include continuing provision for previous priorities as follows: Community grants £7,000.00 Climate Emergency £1,500.00 Neighbourhood Plan £1,000.00 Professional Fees £5,000.00 (to support longer term projects) Covid Emergency Fund £3,000.00 Resolved: - The Council agreed to accept the proposed Business Priorities and to include the cost estimates above in the budget-making process.” • The resolution in item 452.2 was replaced with the following minute:- “The Council confirmed that it should be a condition of the Tenancy agreement that the key deposit will only be released once the key has been returned and the Chairman of the Allotments Association has confirmed that the plot has been left in an acceptable state for reletting.” • Item 462 was replaced with the following minute:- “The Council agreed to delay resurfacing the allotments car park until the drains on the Whitchurch Road had been cleared and it was possible to determine whether the car park was still at risk of flooding.”	

The following text was added to Item 446:- “as some applications lacked detail.” After the above amendments have been made the Chairman is to then sign the minutes of the Parish Council meeting that was held on 12th October 2020 as a true and proper record. Proposed by Cllr Higgie and seconded by Cllr Meredith. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- Picton Hughes.	
466 OPEN FORUM There was no consideration of this item.	
467 CASUAL VACANCIES - CW&C has been informed of the second casual vacancy. The notice to advertise the casual vacancy has been posted on the website and Parish Council noticeboard. - CW&C has written to advise that there have been requests to call an election for both casual vacancies. - This elections will be held on 6th May 2021, unless legislation changes in the meantime.	
468 POLICE REPORT The police report had been circulated previously. Residents are urged to report any incidents of anti-social or criminal behaviour by calling 101.	
469 ACCOUNTS 469.1 <u>To approve payment of additional hours worked by the Clerk:-</u> The Clerk worked an additional 12 hours in October 2020. Resolved: - The Council agreed to pay the Clerk the additional 12 hours worked October 2020. Proposed by Cllr Barnett and seconded by Cllr Charlton. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none. 469.2 <u>To authorise expenditure for Christmas Event:-</u> Street Lighting:- The cost of the new street lighting is £3,996.00 plus VAT. The Council has received an invoice from LITE Ltd to pay for the new street lighting. This is to be part paid using the lottery grant of £1,000.00 that the Council received earlier this year in the form of a prepaid credit card and the remaining balance is to be paid by the Members Budget grant of £2,996.00. Installation of Street Lighting:- Barlow’s have supplied an estimate of £1,000.00 to install the street lighting in addition there is a charge of £500.00 for the hire of the cherry picker. Resolved:- The Council agreed to pay the LITE Ltd invoice of £3,996.00 plus VAT using the lottery grant of £1,000.00 and the Members Budget Grant of £2,996.00. The Council agreed in principle to authorise up to £1,500.00 to pay Barlows for the installation of the street lights and the cost to hire a cherry picker.	

Proposed by Cllr Whitehurst and seconded by Cllr Charlton.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams.

Against:- none. Abstained:- none.

469.3 To approve payments & bank reconciliation:-

469.3.1 Payments Approved:-

Chq No	Payee	Statutory Power	Amount
338	Additional Hours worked	lga 112-119	£ 138.36
339	Grant:- High Street Church	s.137	£ 400.00
340	Grant:- Victoria Jubilee Hall	s.137	£ 802.22
341	Grant:- Young Person's Centre	s.137	£1,500.00
342	Reimburse R Charlton for Zoom	s.111	£ 14.39
343	Running Costs	s.111	£ 43.30
344	Victoria Jubilee Hall	s.111	£ 31.50
345	Walkers Nurseries (refill planters)	LGA 1972 S.144	£ 229.44
346	LITE Ltd (Street Lighting)	s.137	£3,813.20

The Clerk's salary was paid by standing order.

Resolved:- The Council agreed to the above payments.

Proposed by Cllr Higgie and seconded by Cllr Webb.

The voting took place as follows:-

For:- Cllrs Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst.

Against:- none. Abstained:- Cllrs Barnett, Charlton, Williams.

469.3.2 Parish News:-

The Council considered whether to continue advertising in the Parish News and to pay the invoice for 2020 – 2021.

Resolved:- The Council agreed to suspend use of the Parish News for three months and, therefore, to defer any decision about making a financial contribution.

Proposed by Cllr Clegg and seconded by Cllr Charlton

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Meredith, Williams.

Against:- Cllrs Higgie, Waddelove, Webb, Whitehurst.

Abstained:- Cllr Picton Hughes.

469.3.3 Receipts Received as at 30th September 2020:-

Allotment Key Deposit:- £50.00

Allotment rental:- £104.00

Legacy:- £2,500.00

CIL:- £52,147.55

469.4 Bank Account:-

The reconciled balance in the current bank account as at 30th September 2020 was £ 98,077.97.

The funds are allocated as follows:-

Parish Council - £45,114.95

Christmas Lights Funding - £146.40

New Homes Bonus - £27,132.33

Community Infrastructure Levy (CIL):- £22,557.50

Allotments (balance of £3,600 transferred from NHB allocation) - £0.00

Allotment Deposits (ring fence in accounts) - £650.00

Neighbourhood Plan - £678.22

Insurance claim - £1,798.57

Resolved:- The Council accepted the reconciled bank balance as detailed above.

Proposed by Cllr Charlton and seconded by Cllr Picton Hughes.

The voting took place as follows:-

For:- Cllrs Charlton, Clegg, Higgie, Meredith, Picton Hughes,

Against:- none. Abstained:- Cllrs Barnett, Waddelove, Webb, Whitehurst, Williams.

469.5 Will Legacy:-

The Council has received a legacy of £2.5k from a Michael Schroeder. Despite checking the Malpas Alport Primary School records in the County Record Office there is no trace of the gentleman.

The Council are yet to consider how to spend the legacy.

470 **GRANT APPLICATIONS**

The Council considered the additional information that was provided in respect of the following grant applications:-

Organisation	Project	Amount Requested
470.1 Kidspace	Fencing to secure outside area at Young Person's Centre for out of school childcare	£ 800.00
470.2 Malpas Community Minibus	Contribution towards minibus insurance	£1,000.00 (now revised to £750.00)

470.1 Kidspace - Fencing to secure outside area at Young Person's Centre for out of school childcare:-

Resolved: - The Council agreed to award a grant of £800.00 to Kidspace to provide fencing to secure outside area at Young Person's Centre for out of school childcare.

Proposed by Cllr Higgie and seconded by Cllr Charlton.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams.

Against:- none. Abstained:- none.

470.2 Malpas Community Minibus - Insurance for minibus:-

Resolved: - The Council agreed to award a grant of £750.00 towards insurance for the minibus.

Proposed by Cllr Waddelove and seconded by Cllr Clegg.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Williams.

Against:- none. Abstained:- Webb, Whitehurst.

471 **PLANNING**

471.1 Applications:-

20/03527/FUL - Change of Use of Care Home (C2) to One Dwelling (C3) Old Hall Residential Home Old Hall Street Malpas

Resolved:- This application is for change of use from a care home to a single dwelling. The Old Hall is in the conservation area but is not a Character Building as listed in the Neighbourhood Plan. Change of use is outside the scope of the

Neighbourhood Plan. This building has been empty for some time and the appellant has stated that this application is for change of use only and that any future alterations will be subject to further planning applications.

The change of use will mean that Malpas will lose a care facility and it could be argued that this amenity is needed to support our ageing population. The loss of this facility will mean that residents will have to seek care outside Malpas in the surrounding villages. The Old Hall only provided 16 care beds. It is doubtful whether with so few beds it would be viable.

The Council supports this application.

Proposed by Cllr Meredith and seconded by Cllr Williams.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Meredith, Waddelove, Webb, Williams.

Against:- none. Abstained:- Higgle, Picton Hughes, Whitehurst.

20/03648/FUL - Proposed subdivision of existing farmhouse into two dwellings at Ebnal Farm Ebnal Lane Malpas Cheshire

Resolved:- The footprint will remain the same. There is off road parking for 6 vehicles. The Neighbourhood Plan policies which apply to this application are H2, BE3 and BE1. The Farmhouse abuts a barn / stables which could be converted at a later date if it is not used by the farm.

Proposed by Cllr Meredith and seconded by Cllr Higgle.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Higgle, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams.

Against:- none. Abstained:- none.

20/03636/S73 - Variation of condition 2 16/04716/FUL to revise house types on plots 1, 2 and 3 Cedar Mews and 3 St Joseph's Place (formerly described as apartment 8) and amend parking layout adjacent to the main building at St Joseph's College Tilston Road Malpas

Resolved:- This application is within the conservation area and the Council would therefore want to ensure that the conservation officer is happy with all the proposed changes.

It is to add a single storey slated rear extension to plots 1,2, and 3 of Cedar Mews. These are mews dwellings separated by high fences so it is doubtful if the extensions would affect the neighbour's amenities or be seen by them.

The application also includes changes to 3 St. Josephs Place. The Council notes that the front door is to be moved so that there is room on the drive for car parking. The Council does not agree with the moving of the door as it will alter the character and appearance of the building.

The car parking is consolidated onto one car park instead of two. They have been able to do this because they have reduced the number of dwellings in St. Josephs place. The Council would want to ensure that the number of spaces conforms to CWACs parking strategy.

Proposed by Cllr Meredith and seconded by Cllr Whitehurst.

The voting took place as follows:-

For:- Cllrs Barnett, Charlton, Clegg, Higgle, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams.

Against:- none. Abstained:- none.

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

20/03959/TPO - Various tree works including felling and pruning at The Old Rectory, Church Street, Malpas

	Resolved:- This is in the conservation area. Under the Neighbourhood Plan for every tree felled two should be planted. This application only has provision for the planting of only one replacement tree. The majority of the work is of thin out the trees and/or to reduce their height. The tree all belong to the Old Rectory although the application is made by the occupant of 1 Hughes Lane. The applicant has the owner's permission to make the application and to carry out the work. Proposed by Cllr Meredith and seconded by Cllr Whitehurst. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Picton Hughes, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none. 471.3 <u>Recent decisions by CW&C:-</u> There have been no recent planning decisions. 471.4 <u>Bovis:-</u> The Clerk is to contact Bovis again to press for a meeting to go through items discussed. The Clerk is to contact CW&C to convey the Council's concerns as the Council has been trying to arrange this meeting for months and is concerned that Bovis will leave the site with various matters unresolved. 471.5 <u>To receive planning updates:-</u> There are no planning updates.	
472	CHRISTMAS The Clerk is making arrangements for the small Christmas Trees to go up at various businesses and private residences. The Council considered paying for the Christmas Trees for the businesses that have had to close due to the second lockdown. Resolved:- The Council agreed to pay for the Christmas Trees for those businesses who have had to close due to the second lockdown. Proposed by Cllr Barnett and seconded by Cllr Webb. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- Picton Hughes.	
472	APPEARANCE OF MALPAS 472.1 <u>Planters:-</u> The Council reconsidered the locations for the new planters in the village and considered asking local gardening groups to fill the planters. Concerns were raised regarding visibility at the proposed locations. The Council are to consider approaching local gardening groups in the new year. Resolved:- The Council agreed not to do anything and wait for the outcome of the licence applications that were submitted to the Highways Department, CW&C in February 2020 and to await the outcome of Borough Councillor Rachel Williams' initiative to have wild flowers sown around the Gateway signs. Proposed by Cllr Waddelove and seconded by Cllr Barnett. The voting took place as follows:- For:- Cllrs Barnett, Clegg, Picton Hughes, Waddelove, Whitehurst. Against:- Charlton, Webb, Williams. Abstained:- Higgie, Meredith.	

472.2 <u>Bench:-</u> The widow of the late Mr John Lewis has approached the Council to offer to purchase a bench in his memory to be situated on Chester Road. The Clerk is to contact CW&C regarding a suitable location.	RS
473 ALLOTMENTS 473.1 <u>Update:-</u> - There are two vacant plots. - The Invoices have been sent to allotment holders. - Letters have been sent to advise of an increase in the annual rent from £50.00 to £75.00 with effect from October 2021. 473.2 <u>Terms and Conditions of the Tenancy Agreement:-</u> This item was deferred.	
474 BUS SHELTERS / STOPS 474.1 <u>Old Hall Street:-</u> CW&C advised that the Council Road Safety Team has conducted a formal road safety audit at the location and this will determine the location of the bus shelter. 474.2 <u>Springfield Road:-</u> CW&C has confirmed that the installation of the bus shelter in Springfield Road has now been agreed with Highways. A small two bay shelter is to be fitted, along with raised kerbs and hard standing.	
475 WEBSITE ACCESSIBILITY There have been some changes made to the website by the current provider.	
476 ZOOM The Council considered setting up a Zoom account to host virtual Council meetings. This would involve setting up a new email account. Resolved:- The Council agreed to set up a new email account specifically to arrange Zoom meetings and to set up a Zoom account. Proposed by Cllr Charlton and seconded by Cllr Webb. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Clegg, Meredith, Picton Hughes, Webb, Whitehurst. Against:- none. Abstained:- Higgle, Waddelove, Williams.	RS
477 MALPAS FOOD HUB The Council received a report from Malpas Community Links about how the Council can support the local community. Resolved:- The Council agreed in principle to support the cost to send a card at Christmas to residents up to the value of £1,000.00 which will include useful information about possible sources of help which residents can access during the current pandemic. Proposed by Cllr Charlton and seconded by Cllr Picton Hughes. The voting took place as follows:- For:- Cllrs Barnett, Charlton, Higgle, Meredith, Picton Hughes, Waddelove, Williams. Against:- none. Abstained:- Clegg, Webb, Whitehurst.	
478 CW&C BUDGET CONSULTATION Cllrs Waddelove and Whitehurst are to work with Ward Cllr Rachel Williams to prepare a response to the CW&C Budget Consultation. This is to be circulated and agreed by the Council on email as the deadline for the consultation is before the next meeting of the Council.	CW AW
479 MEETING DATES FOR 2021 The Council are to continue meeting on the second Monday of each month.	

480 CLERK'S REPORT

Update as follows: _

No	Item	Update
(i)	Street Furniture	The Clerk is in the process of carrying out visual checks of the assets that are owned by the Council. This is to be considered at the December meeting.
(ii)	Flooding at the Bovis Site	Highways have advised that they have been in communication with Bovis regarding the Springfield flooding issues and have assured the local ward councillor that once the developers have finished the work on Well Meadow the problem will be sorted. Highways are keeping a very close eye on Bovis progress. Highways have passed the Bovis flooding issues over to the LLFA.
(iii)	Jubilee Clock	The Clerk is making arrangements for the annual service to be carried out.
(iv)	Parking / Police	The Council contacted CW&C to request that PCSO Hurst be trained / authorised to issue particular parking tickets. CW&C have replied to advise:- "As much as I would like to be able to have more free staff to issue PCN's there are lots of reasons that would prevent it. Initially the PCSO would have to change uniform and be identifiable as someone who is issuing Penalty Charge Notices for parking enforcement as opposed to carrying out their normal duties for starters, then there is the problems of equipment required to carry out the work. If there are cars parked in contravention within the area, they can be reported to us through this link which would be the best route as we start to build a picture of days and times they take place."
(v)	Bovis Complaint	The following issues have been reported to the Enforcement Officer at CW&C:- - blocked storm drains; - Parts of the wildlife corridors appear to have been annexed into private garden.
(vi)	Bank Signatory	Lloyds Bank have written to confirm Cllr Williams is now a signatory on the bank account.
(vii)	Tilston Road / Flooding	The flooding issues on Tilston Road have been reported to CW&C. Ward Cllr Rachel Williams has also been informed. Email sent to advise resident of outcome of request as discussed at meeting.
(viii)	Speeding Church Street	Complaint received from resident regarding speeding concerns on Church Street.

		This has been forwarded to Parish Councillors and the Ward Councillor. A request has been sent to PCSO Hurst for enforcement.
(ix)	Parking / Police	A request was sent to PCSO Hurst for enforcement for dangerous parking Old Hall Street; vehicles parking on both sides of Chester Road; speeding throughout the village including Church Street and Wrexham Road. PCSO Hurst has replied as follows:- · Attention has been given to Old Hall Street and other parts in the village in relation to parking – this will be is ongoing. · Speed enforcement has been carried out on Wrexham Road 30 mph limit and the SID was deployed on the Church Street 20 mph speed limit. · Contact has been made with Bishop Heber High, they have been made aware that parking enforcement will be carried out and to advise staff, pupils and parents – no date given for action to be carried out. · Further attention will be given to Greenway Lane.
(x)	CIL Report	A CIL report is required by Regulation 62A of the CIL Regulations 2010 (as amended). It must be published by 31 December each year and made available on the Parish Council website. The form for the reporting period: CIL Monies received / spent for the period 1 April 2019-31 March 2020 has been completed and returned to CW&C. A copy of the CIL report has been posted on the Council's website.
(xi)	External Audit	The external auditor has written and requested further information on the AGAR regarding the Staff Costs and an explanation for the high reserves. The Clerk has provided the information accordingly
(xii)	Gulley's	Highways have advised that the jetting and gully clean has started from 14/10/20 - the High Street drains will be done soon.
(xiii)	Whitchurch Road – speed limit / gulley's	CW&C have written to advise that the monitoring that was requested last year has been carried out. The next step will be for the data to be processed and forwarded to Dave Reeves, CW&C, for analysis. The Clerk is to contact Ward Cllr Williams regarding the blocked gulley's on Whitchurch Road in the vicinity of The Mosslands before water running down the highway this winter

			washes away the newly improved access funded by the Parish Council.	
481	EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX			
	List previously circulated to Cllrs.			
482	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES			
	No updates.			

The meeting closed at 9.05 pm.

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

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