

**MINUTES OF MALPAS PARISH COUNCIL
HELD ON MONDAY 11TH JANUARY 2021
USING THE ZOOM PLATFORM AT 7 PM**

	PRESENT Cllrs Tina Barnett, Mike Boxall (Vice Chairman), Richard Charlton, Jackie Clegg, Charles Higgle, Karen Meredith, Adrian Waddelove (Chairman), John Webb, Chris Whitehurst, Michael Williams. The Clerk. The Press were present. No members of the public attended the meeting.																	
502	APOLOGIES Cllrs Enric Sabia Picton Hughes, Michelle Lloyd.																	
503	DECLARATION OF INTERESTS Cllr Clegg declared a non-pecuniary interest in item 507.5 of the minutes. Cllr Webb declared a non-pecuniary interest in items 507.5 and 510 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in items 507.5 and 510 of the minutes.																	
504	APPROVAL OF THE MINUTES Resolved: The following amendments were made:- - Item 489:- The following was inserted at the end of the minute:- “known as The Mossland.” - Item 493:- The following sentence was added “The Personnel Sub Committee has held an informal meeting and is awaiting further information before arranging a formal meeting.” After the above amendments have been made the Chairman is to then sign the minutes of the Parish Council meeting that was held on 14th December 2020 as a true and proper record. Proposed by Cllr Higgle and seconded by Cllr Boxall. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none.																	
505	OPEN FORUM In the absence of any members of the public there was no consideration of this item.																	
506	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.																	
507	ACCOUNTS 507.1 <u>To approve payment of additional hours worked by the Clerk:-</u> The Clerk worked an additional 7 hours in December 2020. Resolved: - The Council agreed to the pay the Clerk for the additional 7 hours worked in December 2020. Proposed by Cllr Higgle and seconded by Cllr Charlton. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- none. 507.2 <u>To approve payments:-</u> <table><tr><th>Chq No</th><th>Payee</th><th>Statutory Power</th><th>Amount</th></tr><tr><td>357</td><td>Running Costs</td><td>s.111</td><td>£ 53.47</td></tr><tr><td>358</td><td>CHALC (Training)</td><td>s.111</td><td>£ 25.00</td></tr><tr><td>359</td><td>Additional Hours worked</td><td></td><td>£ 80.71</td></tr></table>	Chq No	Payee	Statutory Power	Amount	357	Running Costs	s.111	£ 53.47	358	CHALC (Training)	s.111	£ 25.00	359	Additional Hours worked		£ 80.71	
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358	CHALC (Training)	s.111	£ 25.00															
359	Additional Hours worked		£ 80.71															

The Clerk's salary was paid by standing order.

Resolved:- The Council agreed to the above payments.

The voting took place as follows:-

Proposed by Cllr Higgie and seconded by Cllr Barnett.

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

Against:- none. Abstained:- none.

507.3 Bank Account:-

The reconciled balance in the current bank account as at 16th December 2020 was £142,908.25.

The funds are allocated as follows:-

Parish Council - £33,430.18

Christmas Lights Funding - £146.40

New Homes Bonus - £28,949.83

Community Infrastructure Levy (CIL):- £74,705.05

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

Allotment Deposits (ring fence in accounts) - £700.00

Neighbourhood Plan - £678.22

Insurance claim - £1,798.57

Will Legacy:- £2,500.00

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

Proposed by Cllr Higgie and seconded by Cllr Charlton

The voting took place as follows:-

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

Against:- none. Abstained:- none.

507.4 Budget to Date and Forecast Figures:-

The Council received the budget to date as at 16th December 2020 and the forecast figures to 31st March 2021.

Councillors went through the forecast figures. Amendments are to be made to the forecast figures as certain projects have not taken place due to Covid. The amended figures are to be re-presented to the Council at the extraordinary meeting on 25th January 2021.

Councillors discussed whether to use the previous financial year's figures as a base for calculating the budget for the 2021 – 2022 financial year.

The Clerk is to contact Financial Planning at CW&C to request further information regarding the figures that have been used in the formula to calculate the tax base for Malpas Parish Council for the 2021 – 2022 financial year and also for the 2020 – 2021 financial year. The Clerk is to request how the number of properties in Band D for both the 2021 – 2022 financial year and the 2020 – 2021 financial year.

507.5 Will Legacy:-

The will legacy has been ring fenced in the Council's bank account. The Council discussed appropriate ways to spend the legacy.

Resolved:- The Council agreed in principle to reserve the will legacy should it be required to contribute towards adding names to the war memorial in the village.

Proposed by Cllr Waddelove and seconded by Cllr Charlton

The voting took place as follows:-

For:- Cllrs Barnett, Boxall, Charlton, Higgie, Meredith, Waddelove, Williams.

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

507.6 Grant to Scouts:-

The Council has received an email from the Scouts to advise that Eurojam has been cancelled. The Scouts have enquired as to whether the Council wish to have the grant returned or if the Council is happy for Scouts to 'ring fence' the money for a potential international event in the future. The Clerk has replied to advise that the money was

	donated by Malpas Parish Council was for a specific purpose and as the event has not taken place then the money will have to be returned as it is public funds and the Parish Council has to ensure transparency in all financial transactions.	
508	BUDGET FOR 2021 - 2022 508.1 <u>To consider and set budget for the 2021 - 2022 financial year:-</u> This item was deferred to the extraordinary meeting on 25th January 2021. 508.2 <u>To consider and set amount to be allocated towards grants for the 2021 – 2022 financial year:-</u> This item was deferred to the extraordinary meeting on 25th January 2021.	
509	PRECEPT This item was deferred to the extraordinary meeting on 25th January 2021.	
510	MALPAS COMMUNITY MINIBUS REQUEST FOR FINANCIAL ASSISTANCE The Council considered the request for a financial contribution towards disinfectant and fuel costs for Malpas Community Minibus to enable them to transport residents to the COVID Vaccine clinic in Christleton. Resolved:- The Council agreed to contribute £500.00 towards disinfectant and fuel costs for Malpas Community Minibus to transport residents to the COVID Vaccine clinic in Christleton. Proposed by Cllr Boxall and seconded by Cllr Waddelove. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgle, Meredith, Waddelove, Williams. Against:- none. Abstained:- Cllrs Webb, Whitehurst.	
511	CASUAL VACANCIES The Council considered actions required to proactively publish information at the earliest opportunity on what is required (and allowed) for prospective candidates at the forthcoming elections in May 2021 with relevant dates and deadlines. Resolved:- The Council agreed to publish information for prospective candidates at the forthcoming elections in May 2021 with relevant dates and deadlines. Proposed by Cllr Charlton and seconded by Cllr Waddelove. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Meredith, Waddelove, Webb, Whitehurst, Williams. Against:- none. Abstained:- Cllr Higgle.	
512	ASSET CHECKS Work in progress.	
513	PLANNING 513.1 <u>Applications:-</u> 20/04491/FUL - Single storey rear extension at 35 Oathills Malpas Resolved:- The Council made the following observations:- The application is to demolish the utility room to make way for a larger kitchen. This property is semi-detached. The planned extension will extend out into the back garden as far as the lounge making a straight line as opposed to L shape it currently is. The extension will abut the dividing wall between the two properties. Policy BE3 of the Neighbourhood Plan applies to this application. The property is in the Conservation Area and the Council would wish to ensure that the Conservation Officer is happy with the design and materials to be used. The Council would wish to ensure that its principles on climate emergency together with those of CW&C are applied to this. The Council note that the red boundary line on the location plan does not align with that as shown on CW&C's public map. The red line boundary map appears to have included land which doesn't belong to this property. The Council would wish to see a revised location map showing the correct boundary lines. Proposed by Cllr Webb and seconded by Cllr Higgle.	

	The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Williams, Whitehurst. Against:- none. Abstained:- none. 20/04253/FUL - Loft conversion with front and rear facing dormers and single storey rear extension at 11 Springfield Road Malpas Resolved:- The Council made the following observations:- This is a revision to an existing application. The only change is that the street scene is altered due to the front facing dormer window. Policy BE3 of the Neighbourhood Plan applies to alterations and extensions. In addition, the Council would wish to ensure that the neighbours are not overlooked in a detrimental way. CW&C together with Malpas Parish Council have declared a climate emergency and the Council would therefore expect this application to comply with this. Proposed by Cllr Webb and seconded by Cllr Higgie. The voting took place as follows:- For:- Cllrs Barnett, Boxall, Charlton, Clegg, Higgie, Meredith, Waddelove, Webb, Williams, Whitehurst. Against:- none. Abstained:- none. 513.2 <u>To consider any applications received after the agenda has been distributed:-</u> There have been no new applications received. 513.3 <u>Recent decisions by CW&C:-</u> <u>Approved:-</u> 20/02536/FUL – Overton Meadows, Beeches Close, Malpas 513.4 <u>Bovis:-</u> The Council have written to the Planning Department, CW&C to convey the Council's concerns as the Council has been trying for several months to arrange a meeting with Bovis to discuss various site related matters. The Council is concerned that Bovis will leave the site with these matters unresolved. The Planning Department have replied to advise they will mention the request to Bovis though they cannot force Bovis to speak with the Council. The following issues have been reported to the Enforcement Officer who has advised they will be investigated:- - blocked storm drains to CW&C. - Parts of the wildlife corridors appear to have been annexed into private garden. 513.5 <u>To receive planning updates:-</u> There are no updates.	
514	COMMITTEES The Council discussed the purpose, structure and different requirements in the ways of the working of the Planning, Finance and Personnel Sub Committees. The recently adopted TOR for the Planning Sub Committee is not working in its' current format therefore a revised TOR has been prepared and circulated to the Council for consideration. The Council discussed whether the Planning Sub Committee ought to have delegated powers and how to manage the Neighbourhood Plan. Cllr Boxall had previously circulated notes regarding the purpose of each Sub Committee. Each of the Sub Committees are to review the TORs (the Planning Sub Committee has done so).	
515	CHRISTMAS 515.1 <u>Report Regarding Lighting in the Village:-</u> The new Christmas street lights have been added to the Council's Fixed Assets Register. An email has been sent to Zurich to add the item to the insurance schedule. Zurich have confirmed that they have added the Christmas street lights to the insurance	

	policy and that there will be no additional cost between now and the renewal date 31/05/2021. Upon renewal of the insurance policy, the annual increase for the lights will be approximately £27.00. 515.2 Old Christmas Street Lights:- Cllr Williams informed the meeting that the old Christmas street lights have been offered to Malpas Alport Primary School.							
516	APPEARANCE OF MALPAS 516.1 Planters / Dog Bag Dispensers:- The Clerk has chased CW&C for an update regarding the licences. CW&C have yet to respond. 516.2 Bench:- The Clerk has contacted CW&C to advise that the PC wish to site the bench on Chester Road between the top of the Bovis estate and the cemetery and to request a site meeting to discuss the most suitable location. 516.3 Complaint:- The Council has received a complaint regarding the state of the land off Malpas Footpath FP 8. This is to be reported to the relevant departments at CW&C.							
517	ALLOTMENTS <u>Update:-</u> - Any new enquiries received are to be added to the waiting list. - There are currently three people on the waiting list.							
518	BUS SHELTERS / STOPS The Ward Cllr R Williams and the Clerk have been chasing CW&C for an update regarding the replacement bus shelter on Old Hall Street. CW&W have responded to confirm that if the shelter design and the location provided for the audit are followed they have no issue from a road safety perspective. If the bus shelter is moved away from the Old Hall entrance or away from the wall then forward visibility will be affected which would be unacceptable. CW&C have advised that should the Council wish to proceed then in the first instance the Council contact the property owners in the vicinity of the site to ensure their support for the scheme, then contact CW&C to discuss practicalities and provide estimates for groundwork preparation and kerbing upgrade. Cllr M Williams is to pursue this with CW&C as the Council felt it was not their place to contact the neighbouring property owners.							
519	SPEED GUN Lockdown restrictions have meant that use of the speed gun has not taken place. As soon as the Council have the opportunity to do so, dates will be set.							
520	CLERK'S REPORT The Council noted that many of the unfinished tasks being handled by the Clerk relate to matters that require CW&C involvement (the licences for the dog bins has been on the agenda since February 2020). There was also Council criticism of the tone and length of the reply given by a CW&C official on the felling of trees on the former St Joseph's site. There was recognition of the difficulties that CW&C is facing in the current pandemic but the Council agreed it should express its dissatisfaction with the general lack of support the Clerk is being given and this should be raised formally with the local CW&C Ward Councillor as a matter of urgency. Update as follows:- <table border="1"> <thead> <tr> <th>No.</th><th>Item</th><th>Update</th></tr> </thead> <tbody> <tr> <td>520.1</td><td>Jubilee Clock</td><td>The Council has received a quote of approximately £150.00 to provide the use of a cherry picker to carry out the servicing of the</td></tr> </tbody> </table>	No.	Item	Update	520.1	Jubilee Clock	The Council has received a quote of approximately £150.00 to provide the use of a cherry picker to carry out the servicing of the	
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520.1	Jubilee Clock	The Council has received a quote of approximately £150.00 to provide the use of a cherry picker to carry out the servicing of the						

			Jubilee Clock. The Council agreed to place an order.	
	520.2	Storeroom	CW&C have advised that the contractor is to meet Cllr Whitehurst next week to access the storeroom to inspect the windows.	
	520.3	Request for Mirror – Mastiff Lane	A letter has been sent to letter to landowners to request permission to install a mirror opposite the junction of Mastiff Lane and Whitchurch Road. No further update.	
	520.4	Complaint regarding Vehicles Parked with Engines Running on Old Hall Street (near the McCarthy Stone development) and at Oathills (near the Bishop Heber High School).	The following actions have been completed:- - The Clerk has written to PCSO Jon Hurst to seek assistance from the local police in enforcing the law in this regard. - The Clerk has written to David Curry, BHHS, to request that the school write to explain to pupils and parents the reasons why the engine should be turned off whenever a car is parked (that it is illegal and harmful, particularly to those with respiratory problems) and to enquire about putting up “switch your engines off” banners close to the schools. Mr Curry has replied to support the message. He advised that the school would not be able to place any banners on the school’s railings as parents are only able to pick up / drop off therefore the school cannot encourage parents to switch off their engines directly outside the school. - The Clerk has written to local publications, to request that they publish a message to advise that it is illegal for vehicles to park with the engines running, and harmful particularly to those with respiratory problems.	
521	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX			
	List previously circulated to Cllrs. 521.1 Census 2021:- information regarding the Census has been posted on the website. The Clerk is to forward the information to the press.			
522	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES			
	There was no consideration of this item.			
	PART TWO			
523	PRESS AND PUBLIC			
	There was no consideration of this item.			

The meeting closed at 9.17 pm.

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

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