

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON MONDAY 8TH NOVEMBER 2021
IN THE JUBILEE HALL AT 7.00PM**

	PRESENT Cllrs Tina Barnett, Mike Boxall, Richard Charlton, Charles Higgle, Karen Meredith, Morgan Granger, Sherrie Roberts Abdelaziz, John Webb (Chairman), Chris Whitehurst, Michael Williams. The Clerk. One member of the public attended the meeting.										
147	APOLOGIES None were received.										
148	DECLARATION OF INTERESTS Cllr Whitehurst declared a pecuniary interest in item 153.1. Cllr Whitehurst declared a non-pecuniary interest in item 166. Cllr Roberts Abdelaziz declared a non-pecuniary interest in item 154.5. Cllr Granger declared a non-pecuniary interest in item 154.5.										
149	APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 11th October 2021:-</u> Resolved:- The Chairman is to sign the minutes of the Parish Council Business Meeting held on 11th October 2021 as a true and proper record. Proposed by Cllr Charlton and seconded by Cllr Boxall.										
150	OPEN FORUM There was no consideration of this item.										
151	POLICE REPORT PCSO Hurst sent his apologies. The police report had been circulated previously. Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.										
152	CASUAL VACANCIES 152.1 <u>Update:-</u> Cllr Clegg has resigned from the Council. A Notice of Vacancy has been posted for the three casual vacancies. The Returning Officer, CWaC, has advised that they have received the necessary request from 10 electors for an election for all three vacancies. In the event of the election being contested, the poll will take place on Thursday 9 th December 2021. Full details of the timetable of proceedings can be found on the Parish Council's website. 152.2 <u>Poll Cards:-</u> The Council considered whether to have poll cards in the event there is a contested election. Resolved:- The Council agreed not to have poll cards issued in the event of a contested election. Proposed by Cllr Whitehurst and seconded by Cllr Roberts.										
153	ACCOUNTS 153.1 <u>Gift:-</u> Resolved:- The Council agreed to reimburse Cllr Whitehurst for the cost of the gift for Ian Davenport's recognition to the value of £108.00. Proposed by Cllr Boxall and seconded by Cllr Meredith. 153.2 <u>Christmas:-</u> The amounts for the road closure and insurance are yet to be confirmed. 153.3 <u>To approve payments:-</u> <table border="1" data-bbox="172 1944 1501 2065"> <thead> <tr> <th>Chq No</th><th>Payee</th><th>Statutory Power</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>417</td><td>Running Costs £40.23 / Christmas Event £21.00</td><td>s.111</td><td>£ 61.23</td></tr> </tbody> </table>			Chq No	Payee	Statutory Power	Amount	417	Running Costs £40.23 / Christmas Event £21.00	s.111	£ 61.23
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418	Clerks Salary - Oct (payment for additional hrs)	lga 112-119	£ 159.86
419	HMRC (mth 8 2021 - 2022 financial year)	lga 112-119	£ 40.00
420	Glasdon (dog bags) - reimburse R Shackleton	s.137	£ 125.38
421	Victoria Jubilee Hall (room hire)	s.111	£ 80.50
422	Amberon Ltd (road closure for Remembrance Sunday)		£ 594.00
423	Reimburse C Whitehurst for gift	s.137	£ 108.00

The Clerk's salary was paid by standing order.

Resolved:- The Council agreed to the above payments.

Proposed by Cllr Charlton and seconded by Cllr Meredith.

153.4 Receipts Received as at 1st October 2021:-

No receipts have been received.

153.5 Accounts and Bank Reconciliation:-

The summary of Receipts and Payments was previously circulated.

The reconciled balance in the current bank account as at 1st October 2021 was £163,190.32

The funds are allocated as follows:-

Parish Council - £45,856.45

Christmas Lights Funding - £146.40

New Homes Bonus - £28,949.83

Community Infrastructure Levy (CIL):- £80,510.85

Allotment Deposits (ring fenced in accounts):- £500.00

Allotment Maintenance funds (ring fenced in accounts):- £250.00

Neighbourhood Plan:- £678.22

Bus Shelter (Insurance Claim and Members Grant):- £3,798.57

Will Legacy:- £2,500.00

153.6 Bank Account:-

The application form was returned to Co-operative Bank.

The Co-operative Bank has replied to state that the Council is not eligible for the Community Direct Plus Account for non-profit organisations despite Customer Services advising that the Council apply for this type of bank account. The Co-operative Bank has informed the Council that they do not have any other suitable accounts as all their other bank accounts incur bank charges. The Council agreed to defer applying for a new bank account.

154 BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023

To establish final plans and budgets for proposed business priorities for the next financial year:-

154.1 Car Parking:- Cllr Webb advised there is a meeting with CWaC to progress the car park. The plan is to inform the village on 20th November at the CAN event. Estimated costs are yet to be finalised.

154.2 Climate Emergency:- Cllr Boxall advised that a budget of £1,500.00 (as in 2021 – 22) should be sufficient.

154.3 Road Safety:- Cllr Whitehurst circulated a road safety report which included updates on the following:- Community Speed Watch; Tilston Road signage; Chester Road; Sycamores development and new speed monitoring locations.

154.4 Village Appearance:- Cllr Williams is the lead on the project.

154.5 Collaboration opportunities with the Jubilee Hall:- Cllr Boxall updated the Council about the meeting with the Jubilee Hall Committee. The Jubilee Hall Committee believe the Parish Council should take the lead in developing a community plan which provides a coherent view of how community services are provided for in the village. Cllrs Roberts Abdelaziz and

	Granger also attended the meeting. Cllr Whitehurst advised that he is meeting with the Jubilee Hall to discuss a booking facility for the Hall on the community website. He also talked about having a village archive for historical documents about Malpas. It was agreed to have a further discussion at the December Council meeting. It was not envisaged that any resulting project would incur significant costs in the year ahead. 154.6 Engaging with young people in the village:- Cllr Webb updated the meeting. CWaC have not been in contact; contact has been made with the Director of Operations for the Youth Federation who have offered to conduct a survey or similar consultation with year 11 at the Bishop Heber High School. The Youth Federation will be holding an event in the village next year.
155	ELECTION OF REPRESENTATIVES To review and confirm appointments for the following:- 155.1 <u>Victoria Jubilee Hall Committee:-</u> Cllrs Roberts Abdelaziz and Granger are on the Victoria Jubilee Hall Committee. Cllr Granger agreed to act as the liaison officer between the Council and the Victoria Jubilee Hall Committee. 155.2 <u>Personnel Committee:-</u> The Council agreed to defer the appointment of two Councillors to sit on the Personnel Committee until the casual vacancies have been filled.
156	SURGERIES One resident attended the November surgery. A number of planning enforcement issues were raised and have since been referred to CWaC.
157	PLANNING 157.1 <u>Planning Applications:-</u> 21/04081/TPO - Yew (T6) - Light pruning of canopy 1-2m to appropriate points and maintaining shape. Oak (T2) - Light pruning of branches overhanging onto road and drive. Ash (A5) - 30% reduction. Oak (A5) - Tidy up and re-shape of Oak tree and some branches a little top heavy at Yew Tree Cottage Chorlton Lane Cuddington Malpas Observations:- Malpas Parish Council would make the following observations:- Background Factors: Open countryside; Tree Preservation Order Potential benefits to the community: None identified. Potential impact on neighbours: None Identified There are Tree preservation Orders on some of the trees in this application. Any reduction in tree foliage does not align with the Council's response to Climate Emergency and the need to reduce carbon emissions. The Council would only support surgery where there was an existing risk to human lives. The Council, like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles. Resolved:- The Council agreed to accept the above planning observations. Proposed by Cllr Meredith and seconded by Cllr Barnett. 21/03940/FUL – Over cladding of existing profiled sheet roofing with new insulation and profiled roof sheeting, installation of photovoltaics to roof, replacement of appliance bay doors, insulated panel door and timber framed windows and doors. Formation of new entrance door complete with level access landing, installation of feature cladding to walls to appliance bay section and installation of new flagpole at Malpas Fire Station Chester Road Malpas Observations:- Malpas Parish Council supports this application because:

If the Cheshire West Council Planning Authority is minded to approve the application the Parish Council would request that the following conditions be included:

1/ That the accessible parking space be located in the front of the building near to the Station access entrance door, an area which is usually occupied by fire service personnel's private cars.

2/ That at least one Electric Vehicle Charging point be provided as part of this application.

- Background Factors: Within settlement boundary

- Relevant Neighbourhood Plan Policies: BE3 and LC2

- Potential impact on neighbours: Potential impact of the location of the accessible parking bay on the operations of the Young Persons Centre.

- Potential impact on wider community: The Fire Station is located adjacent to the Malpas Conservation Area and therefore any building alterations should look to minimise the visual impact on the setting of the conservation area.

The accessible parking bay is situated alongside the Young Persons Centre. Whilst this could potentially be used by individuals who are mobility challenged, to access the Young Persons Centre, the Design and Access statement states that it is for exclusive use of the Fire Station only.

Location of the parking bay at the point suggested, will reduce the current car parking capacity on the site by a further space. This to add to the 12 spaces already removed without consultation with the local community or the Parish Council.

If it is purely designed for Fire Station access only then consideration should be given to locating the accessible parking space in the front of the building near to the station entrance door.

It is stated in the Design and Access statement that a level access will be provided at the building entrance door and will incorporate round profile handle in a contrasting colour to assist the visually impaired. It is not stated, but it is hoped that the height of the door handle is positioned so that it can be reached by persons seated in wheelchairs.

The provision of this mobility accessible building entrance also adds weight to the need to position the vehicle accessibility car parking space at the front of the building

- Other relevant information: Malpas is desperately short of car parking spaces given the 360 new dwellings the village has seen built since 2010.

The layout of the car park shown in this application formally reduces the parking capability on the site by 12 car parking spaces, something that has been done recently without either consultation with the village and the Parish Council or the submission of a planning application.

- The Council like CWaC, has declared a climate emergency and would expect all proposals for new developments, extensions or alterations to recognise this, specifically by ensuring properties are at least carbon neutral, avoiding the use of fossil fuels and have facilities for the charging electric vehicles.

- The Council raises no objections to the internal alterations to the Fire Station Building.

- The Council commends the service for the taking a lead on a number of climate change mitigation measures as identified in the Design and Access statement.

- It welcomes the proposed conversion from gas to all electrical heating and the installation of extra Insulation to reduce heat losses, LED lighting and photovoltaics to allow electricity to be generated and reduce the overall consumption of mains electricity.

Resolved:- The Council agreed to accept the above planning observations.

Proposed by Cllr Meredith and seconded by Cllr Barnett.

157.2 To consider any applications received after the agenda has been Distributed:-

No new applications have been received.

157.3 Recent decisions by CWaC:-

Approved / Decided:-

21/00331/CAT - Whyte Holme Tilston Road Malpas

	<u>Withdrawn:-</u> 21/00409/OUT - Willow Tree View Well Street Malpas <u>157.4 Planning Policy Process:-</u> Cllr Whitehurst informed the meeting of the revised process for making observations on planning applications. The Planning Policy is to be formally considered at the December meeting. <u>157.5 Planning Complaint:-</u> In September, the Council received a complaint from the applicant regarding inaccurate information contained in the Council's planning report for planning application 21/02750/FUL - Demolition of existing outbuildings and erection of single and two storey rear extensions at 3 Moss Villas Old Hall Street Malpas. The report incorrectly stated that work on the development had started with the outbuildings being already demolished without planning permission being granted. The Council has previously written to CWaC to request that the report that was submitted on 10 August 2021 be removed from the CWaC Planning Portal. The applicant has written again to the Council as the report has still not been removed from the CWaC Planning Portal. Resolved:- The Council are to request that CWaC remove the report dated 10 August 2021 from the CWaC Planning Portal. Proposed by Cllr Whitehurst and seconded by Cllr Charlton.
158	HIGHWAYS The Parish Council has responded with a firm expression of interest in taking part in the Pilot Average Speed Camera Scheme. A meeting was held on Monday 25th October 2021 with Mr Steve Jones (ChALC Executive Board) to discuss the Scheme. Cllrs Webb, Whitehurst, Clegg and the Clerk attended. The Council discussed their concerns about speeding and suggested locations for a speed camera. A full report has been circulated to the Council. Out of the 40 expressions of interest received, only a few will be selected to take part in the pilot scheme.
159	COMMUNITY GOVERNANCE Cuddington Parish Meeting has written to advise they have held a Parish Meeting and to confirm that they wish to start the process of having a postal vote to decide whether Cuddington Parish merges with Malpas Parish. The next stage is for a letter to be sent from CWaC to the residents of Cuddington stating the reasons why Cuddington Parish Meeting wish to merge with Malpas Parish Council and an explanation as to what it would mean for Cuddington residents. Each resident would then respond by voting for or against the merger. The Clerk has written to CWaC with regards to how to progress the request. Resolved:- The Council reaffirmed their support in principle for the proposal to merge with Cuddington Parish. Proposed by Cllr Higgie and seconded by Cllr Charlton.
160	APPEARANCE OF MALPAS <u>Planters:-</u> The planters have been installed on Wrexham Road, Chester Road and Old Hall Street.
161	MALPAS CHRISTMAS MARKET AND CHRISTMAS LIGHTS <u>161.1 Christmas Event:-</u> The Council received an update regarding the arrangements for the Christmas Event taking place on Sunday 28th November 2021. - Form submitted to Zurich for quote for public liability insurance to cover the event for £10 million. - Application made for temporary events licence for the day. - Application made for temporary alcohol licence. - Arrangements made for Highways Closure. - Arrangements made for First Aid.

	- Letters sent to residents living with in the road closure have been notified of the closure. - Co-operative Grant - Supplied info for community donation for event from the Co-op 161.2 Christmas Trees:- The Clerk is in the process of taking orders for the Christmas trees that are to be put up outside businesses and private properties. Walkers Nurseries are to supply the trees.
162	COMMUNITY RESILIENCE PLAN The Council agreed to develop a Community Resilience Plan. Cllr Charlton is to take the lead and work with the Safety Action Group to prepare a Plan.
163	CLIMATE EMERGENCY EXHIBITION 163.1 To receive report and agree any actions required for the event:- Cllr Boxall updated the meeting regarding the Climate Emergency Exhibition which is to take place on Saturday 20th November in the Jubilee Hall. There will be 10 – 12 displays from local businesses and voluntary sector organisations covering a range of issues related to climate change and living more sustainably. Free tea and coffee will be served at the event. Councillors volunteered to help distribute the flyers and to assist at the event. Posters are to be put up in the village and on social media. Posters are to be sent to neighbouring parishes to promote. Flyers are to be distributed to properties in the village. 163.2 To confirm and agree costs for the event:- The cost to hire the Victoria Jubilee Hall for the event is £232.00. Flyers and posters to promote the event will cost approximately £100.00.
164	ALLOTMENTS Cllr Boxall requested that the Council approve £1,000.00 for drainage work that would allow the Council to let two or three more plots. The cost estimate includes the hire of a digger to create a pond and to lay drainage pipes from the allotments into the new pond. It is now too late for the work to be done this year as the ground is too wet. The improved drainage can add £225.00 per year to the allotment income. The work is to proceed as soon as the weather improves next year. Resolved:- The Council agreed to approve £1,000.00 for drainage works at The Mossland to pay for the hire of a digger to create a pond and to lay drainage pipes from the allotments into the new pond. Proposed by Cllr Boxall and seconded by Cllr Meredith.
165	THE QUEEN'S GREEN CANOPY Cllr Granger informed the meeting that she has contacted local land owners regarding the planting of trees but there had been little interest.
166	QUEEN'S PLATINUM EVENT Cllr Whitehurst asked what the Council plans were for the Queen's Platinum Event taking place 2nd June to 5th June 2022. Community Links are to forward suggested plans to the Council for the event which is to be considered at the December meeting.
167	CHILDRENS AND YOUNG PEOPLE'S SERVICE See item 154.6 for update.
168	WEBSITE The Council considered whether to carry out an independent accessibility audit of the Community Website. Resolved:- The Council agreed in principle, subject to the cost, to carry out an independent accessibility audit of the Community Website. Proposed by Cllr Boxall and seconded by Cllr Granger.
169	LOYALTY APP Cllr Granger updated the meeting about the CWaC initiative for rural businesses on the Sandstone Ridge to attract tourism to the area. There has been no further contact from CWaC. Cllr Webb is to follow this up with Localities.
170	WORKING TOGETHER Cllr Roberts Abdelaziz spoke to the meeting about finding ways to work together as a Council. She suggested that the Council needs to improve its' image; to interact with the community

	and to appear more active in village life so as to bridge the gap between the Parish Council and the Parish. She suggested that the Council looks at how other Parish Councils operate to improve community spirit and to create a more friendly environment at the meeting. There followed a discussion about listening to each other; respecting each other; working together; being actively involved and communicating more effectively.		
171	CLERK'S REPORT		
	No.	Item	Update
	171.1	Dog Bag Dispensers	- Four of the Dog Bag Dispensers installed by CW&C. - Regarding the 6th Dog Bag Dispenser - CW&C are yet to confirm licence for Leech Lane.
	171.2	Bus Shelter – Old Hall Street	Order placed; Well Farm joinery due to confirm installation date.
	171.3	Allotments	Invoices and paperwork sent to tenants.
	171.4	Car Park	In process of obtaining quotes to carry out conveyancing work.
	171.5	United Utilities	United Utilities Vyrnwy Aqueduct Maintenance Programme - Introduction to scheme. Dates for virtual meeting is 15 th November 2021.
	171.6	Poppy Wreath	Received.
	171.7	Climate Emergency Event	Zurich insurance has confirmed that that Council's insurance policy will cover the event; a risk assessment will be required.
	171.8	Zoom	Cancelled plan.
	171.9	Current Planters	Order placed with Walkers Nurseries to refill the existing four planters.
	171.10	Survey	Impact of Covid on Council Business survey completed and submitted.
	171.11	Car Park	Placed order with MF Architecture for works.
	171.12	Police	Passed on concerns regarding anti-social behaviour of an individual on Cross o'th' Hill.
	171.13	Room Bookings	Meeting dates booked for 2022 with the Jubilee Hall.
	171.14	Church Street	<u>Church Street Speeding Complaints:-</u> Request for enforcement sent to the PCSO regarding vehicles speeding through traffic light section.
	171.15	OPAL	Letter forwarded to CWaC regarding their recent U turn regarding funding for Malpas OPAL Club.
	171.16	Car Park Store	CWaC have advised that the work is completed. This is not the case and is to be reported to CWaC.
	171.17	LCAS	Attended Local Ward Council Scheme presentation by NALC.
	171.18	CHALC Annual Meeting motion	Submitted motion to CHALC. CHALC advised that the papers had gone out as the deadline was 1st Oct; therefore the only option was to present it on the night as an emergency motion and the President would put it to the meeting and ask if they wish to accept it.
172	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX		
	List previously circulated to Cllrs.		
173	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES		
	There was nothing to report.		
	PART TWO		
174	PRESS AND PUBLIC		

	Resolved:- To resolve to exclude the press and members of the public as the items to be discussed relate to employment and contractual matters and are of a sensitive nature. Proposed by Cllr Charlton and seconded by Cllr Barnett.
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The meeting closed at 9.30 p.m.

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