

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON MONDAY 14TH FEBRUARY 2022
IN THE VICTORIA JUBILEE HALL, MALPAS AT 7.00PM**

	PRESENT Cllrs Tina Barnett, Morgan Granger, Charles Higgle, Sherrie Roberts Abdelaziz, John Webb (Chairman), Chris Whitehurst, Michael Williams. The Clerk. PCSO Jon Hurst (attended part of the meeting). No members of the public attended the meeting.
239	APOLOGIES Cllrs Mike Boxall, Pauline Hood, Santa Makuza, Karen Meredith, Richard Charlton, Adrian Waddelove.
240	DECLARATION OF INTERESTS Cllr Whitehurst declared a non-pecuniary interest in item 259 of the minutes.
241	APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 10th January 2022:-</u> Resolved:- The Chairman is to sign the minutes of the Parish Council Business Meeting held on 10th January 2022 as a true and proper record. Proposed by Cllr Williams and seconded by Cllr Whitehurst.
242	OPEN FORUM In the absence of any members of the public there was no consideration of this item.
243	POLICE REPORT 243.1 <u>To receive update:-</u> PCSO Hurst updated the meeting as follows:- - Road safety initiatives in the village; - Police presence at the pelican crossing on Chester Road; - Parking outside the Bishop Heber High School and the issuing of fixed penalty notices; - Police and Community Speedwatch; - Parking enforcement; - The Rural Crime Team has visited the local area with regards to agricultural vehicles. 243.2 <u>Meeting with the Police and Crime Commissioner:-</u> Cllr Webb and the Clerk are to meet with the Police and Crime Commissioner on Wednesday 16th February to discuss local concerns. Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.
244	CASUAL VACANCY The Council has contacted the Clerk of Cuddington Parish Meeting to see whether a resident of Cuddington would be interested in being co-opted onto the Council. Cllr Whitehurst offered to follow this up.
245	DEFIBRILLATOR Cllr Williams had previously circulated a report. He has obtained a quote to provide a defibrillator and heated cabinet to be located outside the Victoria Jubilee Hall. It was suggested that the will legacy that was bequeathed to the Council could be used to pay for the defibrillator. The costs are as follows:- HeartSine samaritan PAD 350PSemi Automatic Defibrillator - £725.00 + VAT AED Armor Stainless Steel Locked Cabinet with heating - £545.00 + VAT A heated defibrillator cabinet was donated to St Oswald's Church a few years ago but it is not being used; the church is to be contacted to see if the heated defibrillator cabinet could be used on Victoria Jubilee Hall.

The Victoria Jubilee Hall Committee has agreed for the defibrillator to be located on the external wall of the building.

Cllr Williams suggested that the remaining funds could be used to pay for defibrillator training for local businesses.

Resolved:- The Council agreed to the following:-

- To purchase a HeartSine samaritan PAD 350PSemi Automatic Defibrillator at a cost of £725.00 + VAT.
- Should St Oswald’s Church not donate the heated cabinet at the church then the Council are to purchase an AED Armor Stainless Steel Locked Cabinet with heating at a cost of £545.00 + VAT.
- To pay to install the heated cabinet and defibrillator.
- To insert a plaque to say that the equipment had been purchased using the legacy that was bequeathed to the Council by Mr Michael Maurice Schroeder in 2020.

Proposed by Cllr Williams and seconded by Cllr Granger.

246

PARISH NEWS

The Council discussed issues with getting copy to the Parish News before the deadline.

Cllr Roberts Abdelaziz is to make further enquiries with the Parish News.

247

ACCOUNTS

247.1 To approve payments:-

Chq No	Payee	Statutory Power	Amount
443	HMRC (employers NIC)	lga 112-119	£ 64.56
444	Running Costs	s.111	£ 101.45
445	Barlows (erect and take down Christmas Lights - 2021)		£1,800.00
446	Victoria Jubilee Hall (December and January)	s.111	£ 143.00
447	Cheshire Wildlife Trust (legal fees)	s.111	£ 786.00
448	CHALC (training)		£ 30.00
449	High Street Church (room hire)	s.111	£ 27.50

The Clerk’s salary was paid by standing order and cheque.

Resolved:- The Council agreed to the above payments.

Proposed by Cllr Granger and seconded by Cllr Higgie.

247.2 Receipts Received as at 1st January 2022:-

CHRISTMAS: Grant from Co-op for grotto gifts - £150.00

Allotments Income - £75.00

Christmas Trees - £15.50

247.3 Accounts and Bank Reconciliation:-

The summary of Receipts and Payments was previously circulated.

The reconciled balance in the current bank account as at 1st January 2022 was £157,481.82.

The funds are allocated as follows:-

Parish Council - £37,832.32

Christmas Event Funding - £125.40

New Homes Bonus - £28,949.83

Community Infrastructure Levy (CIL):- £82,947.48

Allotment Deposits (ring fenced in accounts):- £400.00

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

	247.4 <u>ICO:-</u> Resolved:- The Council confirmed the payment of £35.00 by direct debit in respect of the annual Data Protection fee to the ICO. Proposed by Cllr Higgle and seconded by Cllr Granger. 247.5 <u>Internal Audit:-</u> Resolved:- The Council agreed to appoint Jake Gurr to carry out the annual internal audit. Proposed by Cllr Granger and seconded by Cllr Roberts Abdelaziz. 247.6 <u>Grant Process:-</u> The poster to advertise the grant process is to be placed on the website, Facebook and noticeboard. Previous applicants are to be notified.																																	
248	CODE OF CONDUCT CHALC has written to inform the Council that in December 2021, CWaC agreed to adopt a new Member Code of Conduct with effect from 1 April 2022. The new Code has been adopted in line with the model code issued by the Local Government Association. Since the Monitoring Officer at CW&C has responsibility for investigating Code of Conduct Complaints it makes sense to use the same code. CHALC will be offering training in conjunction with CW&C. The Council noted the update and are to consider adoption of the new Member Code of Conduct at the May meeting.																																	
249	ASSET CHECKS The Clerk had circulated the Asset Check list following a visual inspection with the following recommendations:- <table><tr><th>Item</th><th>Observations</th><th>Action required</th></tr><tr><td>Wooden bench @ Jubilee Hall, High Street,</td><td>None</td><td>n/a</td></tr><tr><td>Noticeboard @ Jubilee Hall, High Street,</td><td>None</td><td>n/a</td></tr><tr><td>Jubilee Hall Clock</td><td>None</td><td>n/a</td></tr><tr><td>Bus Shelter, Chester Road,</td><td>The wooden apex on the roof requires attention; the wooden boards at the front and the sides need painting.</td><td>The Clerk is to obtain quotes from Paul Williams, Buildscape and A N Other.</td></tr><tr><td>Sandstone Cross, High Street</td><td>Mortar requires attention.</td><td>The Clerk is to contact Conservation Department at CWaC and English Heritage for advice.</td></tr><tr><td>Noticeboard @ Launderette, High Street</td><td>None</td><td>n/a</td></tr><tr><td>Wooden bench @ Springfields</td><td>Paintwork is peeling badly in places exposing bare wood.</td><td>The Clerk is to obtain quotes from Paul Williams, Buildscape and A N Other.</td></tr><tr><td>Wooden bench @ Chester Road</td><td>None</td><td>n/a</td></tr><tr><td>Interpretation Panels (High Street Car Park; St Oswald's Church; Chester Road)</td><td>None</td><td>n/a</td></tr><tr><td>Flower Planters (High Street x 2; Chester Road x 1; Springfields x 1;</td><td>None</td><td>n/a</td></tr></table>	Item	Observations	Action required	Wooden bench @ Jubilee Hall, High Street,	None	n/a	Noticeboard @ Jubilee Hall, High Street,	None	n/a	Jubilee Hall Clock	None	n/a	Bus Shelter, Chester Road,	The wooden apex on the roof requires attention; the wooden boards at the front and the sides need painting.	The Clerk is to obtain quotes from Paul Williams, Buildscape and A N Other.	Sandstone Cross, High Street	Mortar requires attention.	The Clerk is to contact Conservation Department at CWaC and English Heritage for advice.	Noticeboard @ Launderette, High Street	None	n/a	Wooden bench @ Springfields	Paintwork is peeling badly in places exposing bare wood.	The Clerk is to obtain quotes from Paul Williams, Buildscape and A N Other.	Wooden bench @ Chester Road	None	n/a	Interpretation Panels (High Street Car Park; St Oswald's Church; Chester Road)	None	n/a	Flower Planters (High Street x 2; Chester Road x 1; Springfields x 1;	None	n/a
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	Wrexham Road x 1; Ebnal Junction x 1; Whitchurch Road x 1)		
	Clayhole Croft	Plastic groundsheets exposed in parts.	Cllr Whitehurst advised that work is due to be carried out.
	Mosslands	The gate to the car park was unlocked. Unable to gain access to the allotments as key code unavailable.	Allotments Association advise of any issues.
250	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023 There were no further updates.		
251	PLANNING 251.1 <u>Planning Applications:-</u> 251.1.1 - 21/04922/FUL - Two storey side extension and single storey rear extension at 5 Leech Road Malpas Observations:- The Council made the following observations:- Background Factors:- Within settlement boundary Relevant Neighbourhood Plan Policies:- BE3 Potential benefits to the community:- None identified Potential impact on neighbours:- Potential impact on Neighbour amenity. Potential impact on wider community:- Visual impact on the public realm. Out of character with the existing street scene Other relevant Information:- The Council like CW&C, 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. 251.1.2 - 21/05042/S73 - : Proposed subdivision of existing farmhouse into two dwellings - Variation of condition 2 (approved plans) on planning permission 20/03648/FUL at Ebnal Farm Ebnal Lane Malpas Observations:- The Council made the following observations:- Background Factors:- Open countryside; Relevant Neighbourhood Plan Policies:- H2, BE1, and BE3 Potential impact on neighbours and wider community:- None identified Other relevant information:- The Council like CW&C, 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 Whitehurst and seconded by Cllr Williams. 251.2 <u>To consider any applications received after the agenda has been distributed:-</u> No new planning applications have been received. 251.3 <u>Recent decisions by CWaC:-</u> <u>Withdrawn:-</u> 21/03648/LDC - The Stables Church Street Malpas 251.4 <u>Planning Process Review:-</u> A report to review and adjust the Council's planning process and procedure was previously circulated.		

	The Council agreed for a small group to meet, review and come to the March meeting with a proposal for the Council's approach to planning as of from April 2022. The group will consist of Cllrs Granger, Higgie, Meredith, Roberts Abdelaziz and Whitehurst. Cllr Webb and the Clerk had a meeting with Mr Simon Kettle, SAK Design, to discuss various planning matters. At the meeting, Mr Kettle expressed concerns regarding the difference in the Parish Council's comments for the planning applications for two stables conversions at Sunnyside (planning applications 21/04515/FUL - Alterations and extension to existing stables to create a single residential dwelling, erection of detached carport/outbuilding at Levoy Sunnyside Malpas and 21/04652/FUL - Change of use of a former stable block and Dutch barn to create one dwelling, together with all associated infrastructure works at Land At Sunnyside Malpas. Mr Kettle requested an explanation for the variance in the Council's observations. The Council has previously responded to this request to advise the following:- "In response to your concerns with the difference in comments for the two stable conversions on Sunnyside, the Parish Council look at each planning application in isolation and on its' own merits. This is in line with the way CWaC planning department view planning applications. Rightly, or wrongly, the Parish Council does not cross reference or look back to what was previously said about other applications. The comments will also vary due to include any comments that are made at a Parish Council meeting. The makeup of the councillors and public attending the meeting can vary." 251.5 <u>Duchy Homes:-</u> The Council considered the request to vary conditions at Sandstone Gate, Chester Road, Malpas. The CCG has formally notified that they have withdrawn their support to provide a Health Hub on the land at Chester Road. The owners of the land at Chester Road have expressed that they would prefer for the land be kept as open space with planting. They may consider leasing the open space to the Parish Council, at a peppercorn rent, for a period of 15 years as there may be a chance of developing the Health Hub at some point in the future at the site. Cllr Whitehurst suggested that the land could be used for affordable housing The Council agreed that to request for a formal proposal to be made to include details of the lease / licence; term of agreement; maintenance arrangements, whether there will there be a contribution from Duchy Homes. In addition, the GP practice are being asked to confirm their position and if they think there's a possibility of developing the Heath Hub or something similar in the next 15 years or so.
252	<u>SURGERIES</u> 252.1 <u>February Surgery:-</u> Cllr Whitehurst updated the meeting of issues raised at the surgery. These included:- the local bus service; parking outside the Bishop Heber High School and the hedge in the High Street Car Park. 252.2 <u>Rota:-</u> The Council discussed whether to continue holding monthly surgeries. It was agreed for two Councillors to be in attendance at the surgery; a list is to be circulated.
253	<u>HIGHWAYS</u> 253.1 <u>Church Street:-</u> Cllrs Boxall and Webb circulated a report to consider preparing for the closure of Church Street and to request to work with CWaC officers to ensure the unofficial diversion via Mastiff Lane / Dog Lane / Sunnyside is properly prepared. Cllr Webb is due to meet with CWaC Highways Officers to discuss the road closures and what can be done to improve the diversion; create motorists awareness of farm vehicles and repairs to potholes. 253.2 <u>Highways Initiative:-</u> PCSO Hurst provided feedback of the recent Highways initiative in the village in his report.

254	ALLOTMENTS The Allotments Association has informed the Council that plot holder No 7 has handed in their notice and has recommended that the deposit is not returned. There are currently three vacant plots that are fit to be rented out (plots 7, 8 and 10). Paperwork and an invoice has been sent to a new tenant for allotment plot 8.		
255	COMMUNITY RESILIENCE PLAN Cllr Charlton is due to attend a meeting this week.		
256	APPEARANCE OF MALPAS 256.1 Dog waste bags Dispensers:- The Council advised they have received no objections for the dispenser on Leech Lane. The licence is to be drafted and sent for the Council to sign. 256.2 Bus Shelter – Old Hall Street:- The Clerk has spoken with Paul Williams – he is hoping to do the work for the bus shelter at the end of February / beginning of March (subject to obtaining the materials). 256.3 Bus Shelter – Bovis:- The bus shelter at top on Springfield Road has now been installed. The Council has written to say thank you for the installation of the new bus shelter. 256.4 Bench on Chester Road:- The Council advised they have received no objections for the bench on Chester Road. The licence is to be drafted and sent for the Council to sign.		
257	SOCIAL MEDIA AND COMMUNICATIONS Cllr Roberts Abdelaziz informed the meeting that a Facebook profile has been set up for the Council.		
258	WEBSITE Cllr Whitehurst is to circulate a request for missing information regarding Councillors profiles on the website.		
259	QUEEN'S PLATINUM JUBILEE EVENT 2ND – 5TH JUNE 2022 Cllr Whitehurst updated the Council regarding the plans for the event. Cllr Webb requested that Community Links confirm what they wish to ask for from the Council. The Council thanked Cllr Whitehurst for all the work that has gone into organising the event.		
260	THE QUEEN'S GREEN CANOPY Cllr Higgle is due to meet with CWaC regarding possible locations in the village to plant trees for the Queen's Green Canopy.		
261	SETTING UP ROAD MANAGEMENT COMPANY The Council considered setting up a road management company to help with organising road closures for when events take place. The Clerk is to write to CHALC to enquire what action other Parish Councils are taking regarding road closures for events.		
262	CLERK'S REPORT		
	No.	Item	Update
	262.1	CIL Monies	Email to enquire what can spend monies on CWA has clarified as follows:- The CIL that has been passed to the parish can be used for: (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or (b) anything else that is concerned with addressing the demands that development places on an area. Regarding CIL, the Council are not in a position to advise what projects can and cannot be funded via CIL, however, as long as the parish can justify how the intended use of the money is related to addressing the demands that development has placed on the local area then it would be considered as a reasonable use the money. In this instance the justification could be that the legal and professional fees associated with land purchase in order to facilitate a car park required to mitigate the impact of local development seems to be a reasonable use of the money,

			however, this is for the parish to justify rather the Local Authority.
	262.2	Planning	Cllr Webb and the Clerk met with planning agent Simon Kettle regarding planning concerns.
	262.3	FOI Request	The Council received a request under the FOI Act 2000 "please can you tell me if you asked the Wynnstay hunt to leave from around the Malpas area around Christmas time?" The Council sent the following reply "Further to your FOI request, I can confirm the answer is no. The Parish Council have had no involvement with the Wynnstay Hunt around Christmas time."
	262.4	Congratulations	Congratulations sent to the new editor of the Parish News on her recent award of CBE. Congratulations sent to Mrs Sheila Powell on the publication of her new novel.
	262.5	Ecology report	Order placed with Cheshire Wildlife Trust.
	262.6	Induction Training	Held at the Jubilee Hall on 31/01/22 10 – 12 noon, attended by Cllrs Hood, Makuza, Meredith, Webb, Whitehurst and the Clerk.
	262.7	Presentation	Attended Road Closures presentation - Friday 21st January.
	262.8	Charities Commission	Annual Return for 2020 – 2021 submitted to the Charities Commission.
263	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
264	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES 264.1 Recreation Ground:- Cllr Whitehurst updated the meeting regarding recent work at the Recreation Ground. He reported that the noticeboard has been vandalised.		
	PART TWO		
265	PRESS AND PUBLIC Resolved:- To resolve to exclude the press and members of the public as the items to be discussed relate to contractual matters and are of a sensitive nature. Proposed by Cllr Barnett and seconded by Cllr Granger.		

The meeting closed at 8.55 p.m.

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