

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

	PRESENT Cllrs Tina Barnett, Richard Charlton, Charles Higgle, Pauline Hood, Karen Meredith, John Webb (Chairman), Chris Whitehurst, Michael Williams. The Clerk. No members of the public attended the meeting. Cllr Webb read out the following statement which was endorsed and agreed by the full Council:- “Whilst Malpas Parish Council is a non-political organisation we’re certain that all of us will want to condemn the Russian invasion of Ukraine, to call for an end to the war and for proper meaningful peace talks to take its place. In doing so, we pledge our support for the people of Ukraine. The Parish Council has been greatly impressed by the efforts of so many local people here in Malpas and surrounding communities. Please, if you are able, let’s all continue to offer the support refugees urgently need. Recognising that the UK government on 14th March opened up a new scheme whereby Ukrainian refugees can be welcomed into UK homes. If local families do open their doors - we as a Parish Council pledge to do all we can to ensure that Ukrainian people feel welcome and supported in our community.”
269	APOLOGIES Cllrs Mike Boxall, Santa Makuza, Morgan Granger, Sherrie Roberts Abdelaziz.
270	DECLARATION OF INTERESTS Cllr Whitehurst made a request for dispensation for item 287 of the minutes as he has a non-pecuniary interest as Chairman of Malpas Community Links. The dispensation was granted. Cllr Whitehurst made a request for dispensation for item 295 of the minutes as he has a non-pecuniary interest as Chairman of Malpas Recreation Ground Committee. The dispensation was granted. Cllr Charlton declared a non-pecuniary interest in item 275.4 of the minutes as he is a director of Malpas and District Sports Club. Cllr Higgle declared a non-pecuniary interest in item 287 of the minutes as he is involved with organising an event at the Jubilee celebrations.
271	APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 14th February 2022:-</u> Resolved:- The Chairman is to sign the minutes of the Parish Council Business Meeting held on 14th February 2022 as a true and proper record. Proposed by Cllr Higgle and seconded by Cllr Barnett.
272	OPEN FORUM In the absence of any members of the public there was no consideration of this item.
273	POLICE REPORT 273.1 <u>To receive update:-</u> The police report was circulated previously. Concerns were raised at the meeting regarding recent thefts of heating oil. 273.2 <u>Meeting with the Police and Crime Commissioner:-</u> Cllr Webb and the Clerk met with John Dwyer, Police and Crime Commissioner, on Wednesday 16th February to discuss local policing concerns. The key outcome was an assurance given that PCSO Jon Hurst is to be replaced when he retires in September. Mr Dwyer is to ask the Chief Constable to arrange a month’s handover. Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.

274	CASUAL VACANCY One person has contacted the Council regarding the vacancy. There is no further update.																								
275	ACCOUNTS <u>275.1 To approve payments:-</u> <table><tr><th>Chq No</th><th>Payee</th><th>Statutory Power</th><th>Amount</th></tr><tr><td>450</td><td>Running Costs</td><td>s.111</td><td>£ 70.76</td></tr><tr><td>451</td><td>HMRC (PAYE and NIC)</td><td>lga 112-119</td><td>£ 64.56</td></tr><tr><td>453</td><td>Backdated Clerks Salary</td><td>lga 112-119</td><td>£ 152.17</td></tr><tr><td>455</td><td>Victoria Jubilee Hall</td><td>s.111</td><td>£ 66.00</td></tr><tr><td>456</td><td>High Street Church (to replace missing Chq)</td><td>s.111</td><td>£ 27.50</td></tr></table> The Clerk's salary was paid by standing order and cheque. Resolved:- The Council agreed to the above payments. Proposed by Cllr Charlton and seconded by Cllr Meredith. <u>275.2 Receipts Received as at 1st February 2022:-</u> Mossland Rental - £800.00 Christmas Trees - £384.50 Contribution towards installation of the Christmas Lights in 2020 - £500.00 <u>275.3 Accounts and Bank Reconciliation:-</u> The summary of Receipts and Payments was previously circulated. The reconciled balance in the current bank account as at 1st February 2022 was £157,848.09. The funds are allocated as follows:- Parish Council - £38,198.59 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 <u>275.4 S.106:-</u> CW&C has advised that Duchy Homes has paid some of the contribution towards £13,711.40 allocated for improvements to playing pitches at either Malpas Sports and Social Club or Malpas Sports Centre. The Parish Council can draw the funds down on their behalf if needed. The funds can be wholly spent at one site or split between the two if required, there is no % apportionment available and it is a case of assessing which site needs greater funds. The Council agreed to invite a representative from both Malpas Sports and Social Club and Malpas Sports Centre to the April meeting to discuss any requests / requirements before submitting a request to CWaC to draw down the s106 funds.	Chq No	Payee	Statutory Power	Amount	450	Running Costs	s.111	£ 70.76	451	HMRC (PAYE and NIC)	lga 112-119	£ 64.56	453	Backdated Clerks Salary	lga 112-119	£ 152.17	455	Victoria Jubilee Hall	s.111	£ 66.00	456	High Street Church (to replace missing Chq)	s.111	£ 27.50
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276	GRANT PROCESS Details of the Grant Process for the 2022 / 23 financial year have been sent to previous grant applicants. A poster has been placed on the noticeboard; Facebook and website. Local organisations are invited to apply for a grant from the Council. The deadline for applications is 31 st March 2022.																								
277	ANNUAL PARISH MEETING The Council agreed to hold the Annual Parish Meeting on Monday 9 th May 2022 at 6 pm / 6.30 pm (depending on attendees).																								

	The Council are to invite organisations who received grants during the 2021 – 2022 financial year to provide an update on how they spent the grants. The Clerk is to look into holding a defibrillator demonstration at the Annual Parish Meeting. The Annual (First) Meeting will take place after the Annual Parish Meeting at 7pm.
278	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023 There has been little movement with the Council's priorities. Cllr Whitehurst suggested that The Mossland project could be moved forward with the preparation of a Trust Document. Cllr Whitehurst advised that work on with the review of the Neighbourhood Plan would encompass road safety and climate change priorities.
279	PLANNING 279.1 <u>Planning Applications:-</u> 279.1.1 - 22/00215/FUL - New windows and signage at Beech House, High Street, Malpas Observations:- The Council made the following observations:- Background Factors:- Within settlement boundary; Conservation area. Relevant Neighbourhood Plan Policies:- BE3, BE4, SF1 Positive aspects of development - Potential benefits to the community:- A new dental practice as the existing one is full and with the additional planning permissions granted will be good for the village. It will also attract more people into Malpas which will be good for the local businesses. Material considerations against development - Potential impact on wider community:- Add to the car parking problems in Malpas. Other relevant information:- 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. Beech House is a classed as a character listed building in the Neighbourhood Plan. 279.1.2 - 22/00231/FUL - Conversion of retail unit to dental surgery with 3 windows to service yard at Beech House, High Street, Malpas This application has been withdrawn. 279.1.3 - 22/00440/LBC - Rebuild and repairs to walls, steps and gates at St Oswald's Church, Church Street, Malpas Observations:- The Council supports this application because: Background Factors:- Within settlement boundary; Conservation area; Listed Building. Positive aspects of development - Potential benefits to the community:- The reopening of Church Street to two way traffic and thus easing congestion caused by traffic lights. Material considerations against development - Potential impact on neighbours:- Disruption to direct neighbours. Request made that when work is carried out the contractors are to be made aware of the impact on the immediate locality. Other relevant information:- 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 would urge CWaC to start the work as soon as possible as the work can only be carried out in the warmer months of the year and would like to see it started as soon as possible. The Council would also want to ensure that the CWaC Conservation Officer is happy with the materials to be used.

	279.1.4 - 22/00856/FUL - Extension of the existing High Street car park together with associated landscaping works at Land To The Rear of 19 High Street, Malpas This application was made by Malpas Parish Council therefore there were no observations made. Resolved:- The Council agreed to accept the above planning observations. Proposed by Cllr Meredith and seconded by Cllr Whitehurst. 279.2 <u>To consider any applications received after the agenda has been distributed:-</u> No new planning applications have been received. 279.3 <u>Recent decisions by CWaC:-</u> <u>Approved / Decided:-</u> 21/02012/OUT - Land Adjacent To Broselake Farm Greenway Lane Malpas 21/03940/FUL - Malpas Fire Station Chester Road Malpas 279.4 <u>Duchy Homes:-</u> There have been several meetings between Ward Cllr R Williams, the landowner's representative and the CWaC Planning officer. The outcome appears to be that the Duchy Homes development will stop at 44 dwellings. The land identified for the Health Hub will remain in the ownership of the landowners and will be farmed by either them or a tenant. The CWaC planning officer is to advise Duchy Homes, who could still purchase the final parcel of land on which 13 houses were to be built. There is little more CWaC or the Council can do at this stage.
280	SURGERIES <u>March Surgery:-</u> Cllr Whitehurst updated the meeting of issues raised at the surgery. These included:- drainage at Springfield Road and weeds on Leech Lane. Ward Cllr R Williams has reported the issues to CWaC.
281	HIGHWAYS 281.1 <u>Church Street:-</u> Cllr Webb met with representatives from Highways to discuss the road closure when work is carried out to the wall at St Oswald's Church. At present, it's anticipated that Church Street will be closed from June until the permanent repair is completed. This could take 2-3 months. Further details will be shared once the scheme of works is produced. Whilst all recognise that Mastiff / Dog Lanes, Sunnyside and Oldcastle Lane, are not the official diversion, that the majority of motorists will use it. The possibility of a temporary speed limit was suggested, however CWaC advised that this would not be possible. The Council are to liaise with Cheshire police, to encourage them to have some presence, at an early point, after Church Street is closed so as to make drivers aware of the importance of driving according to road conditions. The introduction of a permanent lower speed limit along Mastiff Lane / Dog Lane was discussed. The following was agreed:- - A number of the verges along the whole route, needed to be made up, possibly with road planings or similar. This to fill in some deep / very deep holes and to ensure that verges are safe for traffic to use in passing places. - To identify the local farmers / landowners and remind them of the need to ensure they clean the road surface as and when required. - A series of signage should be used along the route. The following was noted:- - The current flood on Mastiff Lane, should be sorted, possibly this week. The landowner has identified the problem and will carry out the repair.

	- The lanes may also see an increase in farm traffic depending on planting, harvesting time etc. - The need to ensure that the closure of Church Street is facilitated by the placement of robust barriers - noting that originally some had been removed by local people. 281.2 <u>Highways Initiative:-</u> Update is due this month.
282	ALLOTMENTS Update:- Plot 8 - paperwork and payment has been received from tenant. Vacant plots – Nos 7 and 10. Plots 5 and 6 remain vacant as they are not in a fit state to be let.
283	COMMUNITY RESILIENCE PLAN Cllr Charlton advised that the template is due.
284	APPEARANCE OF MALPAS 284.1 <u>Street Furniture:-</u> The Clerk has chased CWaC for the licences for the dog bag dispenser and bench; CWaC is in the process of drawing up the paperwork to be signed. 284.2 <u>Planters:-</u> Resolved:- The Council agreed to request that Walkers Nurseries refill the planters in the village at an approximate cost of £50.00 plus vat per planter. Proposed by Cllr Barnett and seconded by Cllr Williams. 284.3 <u>Sustainability in Malpas:-</u> A report regarding CWaC initiative to create a 'plastic free Malpas' was previously circulated. 284.4 <u>Bus Shelter – Old Hall Street:-</u> Highways Department, CWaC is due to contact the Council regarding installation requirements. 284.5 <u>The Cross:-</u> The Cross requires maintenance. The Council are to establish ownership of The Cross and to request an updated report from Cllr Waddelove.
285	PARISH NEWS It was suggested that if Cllr Higgle would be prepared to submit official articles, agreed by the Chair and the Clerk, then this could avoid confusion and make a useful addition to Parish Council communications. Resolved:- The Council agreed for Cllr Higgle to prepare official Parish Council articles; the article is to then be agreed by the Chair and the Clerk prior to publication. Proposed by Cllr Charlton and seconded by Cllr Meredith.
286	DEFIBRILLATOR Resolved:- The Council agreed to purchase a defibrillator from London Hearts at a cost of £745.00 plus VAT and to instruct Barlow's to install the heated cabinet and defibrillator outside the Jubilee Hall. Arrangements for the plaque are to be made after the equipment has been installed. The Clerk is to place the orders for the above. Proposed by Cllr Williams and seconded by Cllr Charlton.
287	QUEEN'S PLATINUM JUBILEE EVENT 2ND – 5TH JUNE 2022 Cllr Whitehurst circulated a report regarding an update for the plans for the event. To stage the event the report indicated that the project will cost in the region of £14,000.00. This includes insurance, toilets, first aid, marquees, publicity, road closure, security, room and sound systems hire. Resolved:- The Council agreed to provide financial support up to the value of £3,000.00 towards the event. This is to be used to cover costs up to the value of £3,000.00 plus VAT. The invoices are to be addressed to Malpas Parish Council. Proposed by Cllr Charlton and seconded by Cllr Meredith.

288	BUS SERVICE The Clerk has followed up the request with CWaC for an increase in the current bus services to and from Malpas. CWaC has responded to advise there is little hope of any additional services being operated commercially. They have suggested that the Parish Council gathers information about specific requirements and CWaC will try to find a cost effective means of delivery. Buses are notoriously expensive to operate, but there may be opportunities if the Council receives some National Bus Strategy funding. Even so, the money must be used wisely and will require a robust business case in order for CWaC to invest in additional services. The Council agreed to request a site meeting with a representative from CWaC to consider the available options.																										
289	MALPAS JOINT BURIAL BOARD Cllr Higgle circulated a report following the recent meeting of Malpas Joint Burial Board. The report stated that the Chapel of Rest requires maintenance work and the Board would like to find a use for it. The Lodge is due to become vacant at the end of April; work is required before it can be re let.																										
290	STANDARDS COMMITTEE The Council considered the Election of CWaC Parish Representatives on Standards Committee. Resolved:- The Council agreed to vote for Francis Tunney as parish representative on the CW&C Standards Committee. Proposed by Cllr Higgle and seconded by Cllr Charlton.																										
291	CLERK'S REPORT <table><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>291.1</td><td>Mosslands</td><td>Land Registry application documentation has been posted to Hill Dickinson.</td></tr><tr><td>291.2</td><td>S.106</td><td>£5,899.50 has been allocated towards improvements at the allotment site at The Mossland, Malpas as per the section 106 agreement for 17/04664/OUT. The Clerk has enquired as to when the Council can expect to receive the payment and whether they have to apply to CWaC to release the funds. CW&C has sent the form which is to be completed and returned. Cllr Boxall is to provide details for costings to complete form; which will then be returned to CWaC to draw down funds.</td></tr><tr><td>291.3</td><td>Tree on Chester Road</td><td>An email has been sent to Planning regarding concerns about damage to tree at the Duchy Homes site on Chester Road, Malpas. It appears that the builders have cut into the grass/ tree edge / boundary at the site with vehicles and possibly damaged the tree's roots of one tree which could be a safety hazard. In addition, pedestrians are having to walk through the mud caked onto the existing pavement beneath, which again is another safety hazard with the wet weather conditions. CWaC are aware and action is to be taken.</td></tr><tr><td>291.4</td><td>Internal Audit</td><td>An email has been sent to instruct Jake Gurr to carry out the internal audit.</td></tr><tr><td>291.5</td><td>Planning</td><td>An email has been sent to Mr Kettle to advise there will be no further comments regarding the Council's planning process.</td></tr><tr><td>291.6</td><td>Surgery Rota</td><td>Circulated rota to councillors. Booked Jubilee Hall (confirmed).</td></tr><tr><td>291.7</td><td>Website</td><td>Sent link for Cllrs RoI on the CWaC website. An email has been sent to Cllrs to request information to update the website.</td></tr></table>			No.	Item	Update	291.1	Mosslands	Land Registry application documentation has been posted to Hill Dickinson.	291.2	S.106	£5,899.50 has been allocated towards improvements at the allotment site at The Mossland, Malpas as per the section 106 agreement for 17/04664/OUT. The Clerk has enquired as to when the Council can expect to receive the payment and whether they have to apply to CWaC to release the funds. CW&C has sent the form which is to be completed and returned. Cllr Boxall is to provide details for costings to complete form; which will then be returned to CWaC to draw down funds.	291.3	Tree on Chester Road	An email has been sent to Planning regarding concerns about damage to tree at the Duchy Homes site on Chester Road, Malpas. It appears that the builders have cut into the grass/ tree edge / boundary at the site with vehicles and possibly damaged the tree's roots of one tree which could be a safety hazard. In addition, pedestrians are having to walk through the mud caked onto the existing pavement beneath, which again is another safety hazard with the wet weather conditions. CWaC are aware and action is to be taken.	291.4	Internal Audit	An email has been sent to instruct Jake Gurr to carry out the internal audit.	291.5	Planning	An email has been sent to Mr Kettle to advise there will be no further comments regarding the Council's planning process.	291.6	Surgery Rota	Circulated rota to councillors. Booked Jubilee Hall (confirmed).	291.7	Website	Sent link for Cllrs RoI on the CWaC website. An email has been sent to Cllrs to request information to update the website.
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	291.8	Query re 1953 chair / clerk	Contacted David Hayns for information which has been forwarded to Cllr Waddelove.
	291.9	Training	The Cleek has booked to attend an online assertiveness course.
292	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
293	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES No updates.		
	PART TWO		
294	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 Higgle and seconded by Cllr Charlton.		

The meeting closed at 9.00 p.m.

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