

MALPAS PARISH COUNCIL

THE ANNUAL MEETING (first) OF MALPAS PARISH COUNCIL WILL BE
HELD ON MONDAY 9TH MAY 2022
IN THE VICTORIA JUBILEE HALL, MALPAS AT 7.00PM

NO	AGENDA	Presented By																		
1.	APOLOGIES	Stg Item																		
2.	DECLARATIONS OF INTEREST - Councillors to declare any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend or close associate interest - Councillors are required to complete or update the Notification of Interests form	Stg Item																		
3.	ELECTION OF CHAIRMAN FOR 2022 – 2023 To receive the Chairman's Declaration of Acceptance of Office	Stg Item																		
4.	ELECTION OF VICE CHAIRMAN FOR 2022 – 2023 To receive the Vice Chairman's Declaration of Acceptance of Office	Stg Item																		
5.	ADOPTION OF NEW CWAC CODE OF CONDUCT To agree that the Council adopts the Code of Conduct for Members adopted by Cheshire West and Chester Council on 1 st April 2022	Stg Item																		
6.	APPROVAL OF THE MINUTES To approve the minutes of the business meeting held on 11 th April 2022	Stg Item																		
7.	CHAIRMAN'S REPORT To receive report	JW																		
8.	INTERNAL PROCEDURES To receive report regarding reviewing / amending the council policies	Stg Item																		
9.	COUNCIL REGULATIONS 9.1 To agree adoption of the Financial Regulations 9.2 To agree adoption of the Standing Orders 9.3 To confirm the appointment of the Responsible Financial Officer 9.4 To confirm the appointment of Bank Signatories 9.5 To approve the Financial Risk Assessment	Stg Item																		
10.	OPEN FORUM Malpas residents can raise issues with the Parish Council in open discussion	Stg Item																		
11.	POLICE REPORT To receive update	PCSO																		
12.	CASUAL VACANCY To consider co-option to fill the casual vacancy	Stg Item																		
13.	ACCOUNTS 13.1 To approve the following payments and any other payments that are due:- <table border="1"> <thead> <tr> <th>Payee</th><th>Details</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>R Shackleton</td><td>Running Costs</td><td>TBC</td></tr> <tr> <td>HMRC</td><td>PAYE / National Insurance</td><td>TBC</td></tr> <tr> <td>CHALC</td><td>Annual subscription</td><td>£648.00</td></tr> <tr> <td>Glasdon</td><td>Waste Bags for Dog Bag Dispensers</td><td>£141.49</td></tr> <tr> <td>Then Media</td><td>Website hosting</td><td>£439.20</td></tr> </tbody> </table> 13.2 Receipts:- To record receipts received 13.3 Accounts:- To approve accounts and bank reconciliation (see Attachment A)	Payee	Details	Amount	R Shackleton	Running Costs	TBC	HMRC	PAYE / National Insurance	TBC	CHALC	Annual subscription	£648.00	Glasdon	Waste Bags for Dog Bag Dispensers	£141.49	Then Media	Website hosting	£439.20	Stg Item
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14.	ANNUAL AUDIT 14.1 To agree the Fixed Asset register as circulated (see Attachment C) 14.2 To approve the Annual Governance Statement (see Attachment D) 14.3 To approve the year end accounts, explanation of variances and audit summary 2021-2022 and to approve the Annual Return for year ended 31 st March 2022 (see Attachment C and D) 14.4 Internal Audit:- to receive report and agree any actions required (see Attachment D)			Stg Item																																																
15.	ELECTION OF REPRESENTATIVES / COMMITTEES To review and confirm appointments:- <table><tr><td>15.1</td><td>Burial Board</td><td>3 councillors</td></tr><tr><td>15.2</td><td>Cheshire Assoc. of Town and Parish Councils</td><td>3 councillors</td></tr><tr><td>15.3</td><td>Recreation Ground Committee</td><td>3 councillors</td></tr><tr><td>15.4</td><td>Young Persons Project</td><td>1 councillor</td></tr><tr><td>15.5</td><td>Victoria Jubilee Hall Committee</td><td>1 councillor</td></tr><tr><td>15.6</td><td>Financial Scrutiniser</td><td>1 councillor</td></tr><tr><td>15.7</td><td>Malpas Community Minibus</td><td>1 councillor</td></tr><tr><td>15.8</td><td>Internal Procedures Working Group</td><td></td></tr><tr><td>15.9</td><td>Planning Working Group</td><td>5 councillors</td></tr><tr><td>15.10</td><td>Personnel Committee</td><td>5 councillors</td></tr><tr><td>15.11</td><td>Finance Working Group</td><td>5 councillors</td></tr><tr><td>15.12</td><td>Neighbourhood Plan Working Group</td><td>5 councillors</td></tr><tr><td>15.13</td><td>Climate Emergency Working Group</td><td>4 councillors</td></tr><tr><td>15.14</td><td>Social Media Moderator</td><td>1 councillor</td></tr><tr><td>15.15</td><td>Website Admin</td><td>1 councillor</td></tr><tr><td>15.16</td><td>Highways Working Group</td><td></td></tr></table>			15.1	Burial Board	3 councillors	15.2	Cheshire Assoc. of Town and Parish Councils	3 councillors	15.3	Recreation Ground Committee	3 councillors	15.4	Young Persons Project	1 councillor	15.5	Victoria Jubilee Hall Committee	1 councillor	15.6	Financial Scrutiniser	1 councillor	15.7	Malpas Community Minibus	1 councillor	15.8	Internal Procedures Working Group		15.9	Planning Working Group	5 councillors	15.10	Personnel Committee	5 councillors	15.11	Finance Working Group	5 councillors	15.12	Neighbourhood Plan Working Group	5 councillors	15.13	Climate Emergency Working Group	4 councillors	15.14	Social Media Moderator	1 councillor	15.15	Website Admin	1 councillor	15.16	Highways Working Group		Stg Item
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17.	DATE OF MONTHLY BUSINESS MEETING To receive update regarding change of date and venue			Stg Item																																																
18.	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023 To receive update regarding business priorities and projects for the next financial year (2022 – 2023)			Stg Item																																																
19.	PLANNING 19.1 <u>Planning Applications:-</u> 22/00971/FUL - Demolition of existing conservatory, new front porch and two new timber bay windows to rear and reinstating brick arch to rear with glassed doors to garden with alterations to external shed at Rosecroft Parbutts Lane Malpas			KM																																																

	22/01197/FUL - Alterations to existing garage, carport, playroom and utility to form ancillary residential accommodation at Mount View Dymocks Mill Lane Oldcastle Malpas 19.2 <u>To consider any applications received after the agenda has been distributed</u> 19.3 <u>Recent decisions by CW&C:-</u> <u>Approved / Decided:-</u> 21/02430/FUL - Bank Cottage Old Hall Street Malpas 21/03012/LBC - Bank Cottage Old Hall Street Malpas 21/04312/FUL - 1 The Cross Church Street Malpas 21/05042/S73 - Ebnal Farm Ebnal Lane Malpas	
20.	CAR PARK AT THE RECREATION GROUND To receive update regarding the submission of a planning application for a car park on the bottom of the Recreation Ground	CW
21.	SURGERIES May surgery:- To receive report	Stg Item
22.	HIGHWAYS 22.1 Church Street:- to receive update regarding the closure of Church Street and the diversion via Mastiff Lane / Dog Lane / Sunnyside	JW
23.	ALLOTMENTS To receive update	RS
24.	COMMUNITY RESILIENCE PLAN To receive update regarding the Community Resilience Plan	RC
25.	APPEARANCE OF MALPAS 25.1 Street Furniture:-to receive update 25.2 Bus Shelter Old Hall Street:- to receive update and consider and agree costs required for the installation to take place 25.3 Hanging Baskets:- to consider purchasing on behalf of businesses	RS / MW
26.	THE CROSS 26.1 Steps located to the left hand / southern side of The Cross:- to receive update 26.2 The steps which surround The Cross:- to receive update	RS
27.	PARISH NEWS To receive update and consider action regarding the Parish News	SR
28.	DEFIBRILLATOR To receive update and agree any actions	MW
29.	QUEEN'S PLATINUM JUBILEE EVENT 2ND – 5TH JUNE 2022 To receive update on the plans and agree any actions regarding Council involvement in Platinum Jubilee Celebrations	CW
30.	SOLAR FARM To receive update regarding the feasibility of having a Solar Panel Farm at The Mossland, subject to approval by the tenant.	CH
31.	CLERKS REPORT To receive report	Clerk
32.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX (The RED SUGGESTION BOX located in Londis near the Post Office counter)	Stg Item
33.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES	Cllrs
	PART TWO	
	PRESS AND PUBLIC To resolve to exclude the press and members of the public as the items to be discussed are either of a contractual or sensitive nature	Stg Item
1.	CAR PARKING IN THE VILLAGE To receive update and agree any action including authorisation to agree to pay for a Biodiversity Net Gain Assessment and Ecological Enhancement Survey at the site	JW

*Stg Item:- Standing Item

Signed By: - *Ruth Shackleton*
Clerk

Date: - 4th May 2022

Members of the public are encouraged to submit questions via email and also to confirm their attendance prior to the meeting.

It is politely requested that FACE MASKS are to be worn AT ALL TIMES.

Please contact the Clerk by email, malpaspc@hotmail.com, or by telephone, 01948 770678.

The Parish Council meet at 7.00 pm on the second Monday every month in the Victoria Jubilee Hall, Malpas (unless otherwise stated on the agenda).

2022 Meeting Dates:-

Monday 10th January 2022 (High Street Church, Malpas)

Monday 14th February 2022

Monday 14th March 2022

Monday 11th April 2022

Monday 9th May 2022

Monday 13th June 2022

Monday 11th July 2022

Monday 8th August 2022

Monday 12th September 2022

Monday 10th October 2022

Monday 14th November 2022

Monday 12th December 2022