

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON MONDAY 13TH JUNE 2022
IN THE VICTORIA JUBILEE HALL, MALPAS AT 7.00PM**

	PRESENT Cllrs Mike Boxall (vice Chairman), Richard Charlton, Morgan Granger, Charles Higgie, Santa Makuza, Karen Meredith, John Webb (Chairman), Chris Whitehurst, Adrian Waddelove, Michael Williams. The Clerk. No members of the public attended the meeting.
37	APOLOGIES Cllrs Tina Barnett, Pauline Hood.
38	DECLARATION OF INTERESTS Cllr Webb declared a non-pecuniary interests in item 45.2 of the minutes. Cllr Whitehurst declared a non-pecuniary interest in items 50 and 60 of the minutes. Cllr Williams declared a non-pecuniary interest in item 45.1 of the minutes.
39	APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 9th May 2022:-</u> Resolved:- The Chairman is to sign the minutes of the Parish Council Business Meeting held on 9th May 2022 as a true and proper record. Proposed by Cllr Higgie and seconded by Cllr Makuza.
40	OPEN FORUM Cllr Webb recorded a formal vote of thanks to Community Links for putting on a very successful and well organised schedule of events to celebrate the Queens Platinum Jubilee.
41	INTERNAL PROCEDURES Cllr Boxall had previously circulated the status of the current index of documents and added notes / suggestions against each item. The Council is to look into developing a communication strategy and associated policies.
42	FINANCIAL RISK ASSESSMENT The Clerk prepared and circulated a draft Financial Risk Assessment. Cllr Boxall advised that the risk assessment is an important tool to help the Council manage their finances. He suggested that there needs to be a review of issues that might be of concern today. Cllr Boxall presented a list of suggestions to the Council. These included:- • Rate of inflation (this continues at 10%+, while the Council's plans were based on only 5%); • Guarantee of funding from CWaC for expenditure on the new car park before the Council makes any commitments; • The Council may be required to cover unexpected costs falling on the Jubilee Hall; • Only the Clerk understands and can operate the Council's day-to-day financial systems; • The Council currently has in excess of £85k in bank deposits. It would be sound management to consider the above and any other issues Councillors might wish to raise. This should be part of the Council's annual cycle of financial activities. Councillors are to consider any other issues of concern at the July meeting with a view to updating the Financial Risk Assessment for consideration at the September meeting.
43	POLICE REPORT The monthly police report was previously circulated. The Clerk has written to the PCSO regarding the following:- • To enquire about another speed awareness day in the village.

- To request more visible police presence in the village.
- The PCSO covering Malpas has replied to advise the following:-
- There is due to be extra support towards to the end of June / beginning of July.
 - The police are looking to arrange a date in July for the speed awareness day.
 - There have been no recent reports of ASB in the area.
- Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.

44 CASUAL VACANCY
There has been no further interest regarding the casual vacancy. The Council agreed to remove this from the agenda until such time there some interest in filling the vacancy.

45 ACCOUNTS
45.1 Grant Application:-
Resolved:- The Council agreed to pay of the gross amount of £1,620.00 in respect of the Victoria Jubilee Hall Grant Request.
Proposed by Cllr Higgle and seconded by Cllr Whitehurst.
45.2 To approve payments:-

Chq No	Payee	Statutory Power	Amount
471	HMRC (PAYE and NIC)	lga 112-119	£ 73.33
472	Running Costs	s.111	£ 73.84
473	Reimburse C Whitehurst for Jubilee Event Costs (Amberon)	LGA 1972 s.145	£ 888.00
474	Victoria Jubilee Hall	s.111	£ 17.50
475	Paul Williams - Well Farm Estate Joinery		£ 340.00
476	GRANT:- Malpas Young Persons Project	s.137	£1,500.00
477	GRANT:- Malpas Community Minibus Assoc'n	s.137	£1,000.00
478	GRANT:- Malpas High Street Church	s.137	£ 800.00
479	GRANT:- Victoria Jubilee Hall	s.137	£1,620.00
480	Haycocks (cherry picker to service clock)	PC Act 1957 s.2	£ 180.00

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.

45.3 Receipts Received as at 1st May 2022:-

Precept:- £28,850.00.

45.4 Accounts and Bank Reconciliation:-

The summary of Receipts and Payments was previously circulated.
The reconciled balance in the current bank account as at 10th May 2022 was £181,853.08.

The funds are allocated as follows:-

Parish Council – £56,140.30

Christmas Event Funding - £125.40

New Homes Bonus - £28,949.83

Community Infrastructure Levy (CIL):- £89,662.76

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:- £1,748.00

45.5 Accounts 2021 – 22:-

The Council received and noted the actual figures for 2021 – 22 accounts compared to the budget figures for 2021 – 22.

	45.6 <u>Section 106 monies:-</u> Cllr Webb, Ward Cllr Williams and the Clerk recently attended a virtual meeting with CWaC regarding the allocation of s106 monies. CWaC has since provided an updated list of the amounts and allocations for the s106 monies.
46	CHESHIRE COMMUNITY ACTION Resolved:- The Council agreed to renew the membership with Cheshire Community Action at a cost of £50.00 per annum. Proposed by Cllr Charlton and seconded by Cllr Meredith.
47	NEIGHBOURHOOD PLAN Cheshire Community Action has prepared a short report looking at ideas for the Neighbourhood Plan review. The report was previously circulated to Cllrs. The Council considered whether to agree to carry out a full review and to re-establish the Neighbourhood Plan Steering Group. Cllr Boxall advised he had previously written to the non-Council members who sat on the original Neighbourhood Plan Steering Group but there had been little interest. Cllr Boxall agreed to lead the Neighbourhood Plan Steering Group and to move forward with the review.
48	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2022 / 2023 Cllr Webb confirmed the Council's business priorities:- a review of the Neighbourhood Plan and the car park extension.
49	PLANNING 49.1 <u>Planning Applications:-</u> 22/01551/FUL - Single storey rear extension at 56 Hughes Lane Malpas Observations:- The Council would make the observations as documented below:- Background Factors: Within settlement boundary. Relevant Neighbourhood Plan Policies: BE3. Positive aspects of development: None identified. Material considerations against development: Potential impact on neighbour amenity. 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 Meredith and seconded by Cllr Webb. 22/01548/FUL - Installation of a domestic solar panel installation, ground mounted to the northern boundary of the paddock adjoining Parbutts House at Parbutts House Old Hall Street Malpas Observations:- The Council would make the observations as documented below: Background Factors: Within settlement boundary. Relevant Neighbourhood Plan Policies: LC2 and LC3. Potential benefits to the community: reduction of co2 in the community. Material considerations against development: Potential impact on wider community - Impact on a key View from Footpaths Malpas FP1 and FP2. 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 Meredith and seconded by Cllr Webb. 22/01596/FUL - Demolition of existing conservatory and erection of single storey extension with terrace above at 3 Cross O Th Hill Road Malpas Observations:- The Council would make the observations as documented below:- Background Factors: Open countryside. Relevant Neighbourhood Plan Policies: B3. Potential benefits to the community: Potential impact on wider community - Improved view from the public realm. 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 Meredith and seconded by Cllr Webb. 49.2 <u>To consider any applications received after the agenda has been distributed</u> 22/01377/S73 - Variation of condition 2 (approved plans) of planning permission 21/01812/S73 - amended floor plans and elevations for Barn 1 at Dog Lane Farm Dog Lane Oldcastle Malpas Observations:- The Council would make the observations as documented below:- Background Factors: Open countryside. 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 Meredith and seconded by Cllr Webb. 49.3 <u>Recent decisions by CW&C:-</u> <u>Approved / Decided:-</u> 21/04081/TPO - Yew Tree Cottage Chorlton Lane Cuddington Malpas 21/04573/FUL – 7 Drakes Way Malpas 21/04750/FUL – Cobblestones Church Street Malpas 21/04751/LBC - Cobblestones Church Street Malpas 22/00440/LBC - St Oswalds Church Street Malpas
50	CAR PARK AT THE RECREATION GROUND Cllr Whitehurst advised there is no further update regarding the planning application for a permanent car park on land at the bottom of the Recreation Ground.
51	CAR PARK EXTENSION The Council received and considered the survey of the Moss Land to provide a Biodiversity Net Gain (proposed enhancements) for the High Street Car Park Construction. Cllr Whitehurst is to respond to confirm that the Council are happy with the plans.
52	SURGERIES <u>June Surgery:-</u> Cllr Whitehurst updated the meeting regarding the following issues that were raised at the surgery:- 52.1 St Oswald's Close Footpath:- Complaint about weeds on the footpath between Well Street and Brereton Close. CWaC had stated they would drop off a couple of dumpy bags for residents to fill with weeds and then would remove them. Garden waste is now being dumped there. 52.2 Chester Road verges:- Query regarding how often the verges are cut.

	52.3 Chester Road cemetery:- Concerns regarding the state of the cemetery (to be passed to the Burial Board). 52.4 No Mans Heath junction with A41:- Restricted visibility due to overgrown grass verges. (Comments to be passed to No Mans Heath and District Parish Council). 52.5 Bickerton Road Speeding:- Complaint about speeding on the Bickerton Road. Some of the 40 mph restriction signs have slipped down the fixing posts. (Comments to be passed to No Mans Heath and District Parish Council). 52.6 Church Wall repairs:- enquiry regarding repairs to wall.
53	HIGHWAYS No update.
54	ALLOTMENTS Plots 7 and 11 have not been tended. As a result the ground is now overgrown and weed seeds are spreading to neighbouring plots. The Council has written formally to the tenants of plots 7 and 11 referring to the terms of their tenancy agreements and giving them two weeks to begin to remedy the situation. If this does not have the desired effect then the Council are to serve one month's notice of termination. In this event the Council would retain the deposit and rent for the current year to contribute towards the cost of making the plots fit for re-letting. Enquires are being made regarding the arrangements the boundary hedges to be cut, inside and out, and for the car park to be cleared.
55	COMMUNITY RESILIENCE PLAN (CRP) Cllr Charlton updated the meeting of progress of the CRP:- • Meeting held with the Jubilee Hall who have agreed to be a primary site for any post emergency situations and to store various equipment (e.g. blankets, first aid kit etc) • Contact to be made with Laurel Bank Doctors Surgery regarding access to vulnerable individuals in the event of an emergency. • In the process of collating contacts with Prospect House and McCarthy Stone development. • The draft is due to be finalised and submitted to Rob Ruddock.
56	APPEARANCE OF MALPAS 56.1 <u>Street Furniture Update:-</u> Dog Bag Dispensers:- Instructed CWaC to install dispenser on Leech Lane and to reinstall the dispenser on Well Street. Bench on Chester Road:- The invoice for the bench has been sent and paid by Mrs Lewis. The Clerk has placed order to purchase and install the bench with CWaC. Bus Shelter, Chester Road, Malpas:- Repairs completed. Wooden bench @ Springfields, Malpas:- Repairs completed. 56.2 <u>Bus Shelter – Old Hall Street:-</u> The Clerk has chased for an update regarding the installation. 56.3 <u>Hanging Baskets:-</u> Order placed with Walker's Nurseries for 12 hanging baskets on behalf of businesses who have placed orders with the Council previously. The old baskets have been collected and returned to Walkers Nurseries to be refilled. 56.4 <u>Village Pump:-</u> The Clerk has followed up the request made to Bovis to make a gateway feature out of the pump, sandstone trough and old gas lamp and for it to be sited at the Bovis site. Correspondence from Bovis dated 28 June 2016 regarding the arrangements stated that Bovis were "happy to locate the pump on our area of Public Open Space, to the Well Meadow end of site on the following terms.....The Pump, Stone Trough and Information Plaque are to be provided by Malpas Parish Council. ...Bovis will provide the materials and labour to construct a plinth base to facilitate the above, including permanent fixings. We will then plant up the area."

	Bovis has replied to advise there have been delays with the remediation works on the development, this has held up the progress on site. They are hopeful these are now beginning to be concluded. Bovis noted the design the Council provided and the email dated 28 June 2016. This is to be discussed at the next management meeting as the current understanding was that Bovis would provide an area for the Council to install the pump. This clearly differs from the email sent in 2016. Once the internal conversations have taken place, Bovis will revert back to the Council. 56.5 <u>Dog Bag Dispenser Bags:-</u> The Council need to order more bags for the dog bag dispensers.															
57	THE CROSS Work in progress.															
58	PARISH NEWS The Council agreed to re-visit advertising in the Parish News.															
59	DEFIBRILLATOR The defibrillator has been delivered. Cllr Williams has obtained the heated cabinet. This is to be installed in the entrance porch at the Jubilee Hall. The Clerk is due to meet with Barlow's regarding the installation of the heated cabinet and defibrillator outside the Jubilee Hall.															
60	QUEEN'S PLATINUM JUBILEE EVENT 2ND – 5TH JUNE 2022 Cllr Whitehurst formally thanked the Council for their financial support towards the event. He also thanked Cllrs Boxall, Charlton, Webb, Waddelove and Higgie for their support with the event. Cllr Williams raised the question as to who would organise the Summer Fair in 2023. Cllr Higgie advised there was a representative from the twin town of Questembert who attended the event and about the wizard chess match.															
61	RURAL NETWORKING EVENT Cllr Webb provided a brief report regarding the recent CWVA Rural Networking event. Cheshire West Voluntary Action have brought together a group from across the rural area (including Whitchurch and Wrexham). The focus was on food banks. The critical message being that Councils should co-operate and share resources.															
62	CWAC EVENT Cllr Webb provided feedback from the CWaC EVENT regarding the UK Shared Prosperity Fund UKSPF of £12million to CWaC.															
63	SOLAR FARM Cllr Higgie is due to meet with a company regarding the feasibility of having a Solar Panel Farm at The Mossland.															
64	<table><tr><th colspan="3">CLERK'S REPORT</th></tr><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>64.1</td><td>Mosslands</td><td>The Clerk requested an update. The application is currently pending and it is likely to be quite a long wait before the Land Registry consider the application.</td></tr><tr><td>64.2</td><td>S.106 - Sports playing fields</td><td>The Clerk has submitted a request to CWaC to draw down s106 monies on behalf of Malpas and District Sports Club. CWaC replied to request three detailed quotes. This has been forwarded to Cllr Charlton to supply the information.</td></tr><tr><td>64.3</td><td>S106</td><td>Meeting held with CWaC to explain the s106 allocation process. The allocation of funds comes from recommendations (e.g. highways). If the developer doesn't provide Affordable Housing at a site then they have to pay the money to CWaC who in turn reallocate the funds within the borough.</td></tr></table>	CLERK'S REPORT			No.	Item	Update	64.1	Mosslands	The Clerk requested an update. The application is currently pending and it is likely to be quite a long wait before the Land Registry consider the application.	64.2	S.106 - Sports playing fields	The Clerk has submitted a request to CWaC to draw down s106 monies on behalf of Malpas and District Sports Club. CWaC replied to request three detailed quotes. This has been forwarded to Cllr Charlton to supply the information.	64.3	S106	Meeting held with CWaC to explain the s106 allocation process. The allocation of funds comes from recommendations (e.g. highways). If the developer doesn't provide Affordable Housing at a site then they have to pay the money to CWaC who in turn reallocate the funds within the borough.
CLERK'S REPORT																
No.	Item	Update														
64.1	Mosslands	The Clerk requested an update. The application is currently pending and it is likely to be quite a long wait before the Land Registry consider the application.														
64.2	S.106 - Sports playing fields	The Clerk has submitted a request to CWaC to draw down s106 monies on behalf of Malpas and District Sports Club. CWaC replied to request three detailed quotes. This has been forwarded to Cllr Charlton to supply the information.														
64.3	S106	Meeting held with CWaC to explain the s106 allocation process. The allocation of funds comes from recommendations (e.g. highways). If the developer doesn't provide Affordable Housing at a site then they have to pay the money to CWaC who in turn reallocate the funds within the borough.														

			S106 monies have to be spent within 10 years; if they are not spent then monies are returned to the developer.
	64.4	Smith of Derby	The Council received an invoice from Smith of Derby for an annual service. The Clerk queried this with Smith of Derby as was not authorised by the Council. Smith of Derby advised that they have a new person who made arrangements for the service but did not obtain authorisation from the Council. The Clerk has complained to Smith of Derby and they have now agreed to raise a credit note for the full amount.
	64.5	Zurich Insurance	Documents received and confirmed that the LTA is in place to 2023.
	64.6	Grant Query	The Clerk has clarified with CHALC the terms of the grant to the Victoria Jubilee Hall.
	64.7	Youth Fed Grant Request	The Clerk invited the Youth Fed to submit a grant application for the Jubilee event. They have replied to advise that due to so many companies being booked out for Jubilee celebrations, they were unable to secure some activities to bring to the event this weekend, therefore won't be making an application at this time.
	64.8	Grants	Emails have been sent to all the grant applicants to advise outcome of their grant applications. Reply sent to Chorlton Lane and Cuddington WI as they enquired why the Council did not award them a grant.
	64.9	Standing Orders	Re-formatted and website updated.
	64.10	Cuddington Merger	CWaC has written to that the meeting for the Community Governance Review Committee is taking place at 6pm on Wednesday 22 June 2022 in the meeting room in Ellesmere Port Library. The draft recommendations for the review in Cuddington and Malpas are being taken to this meeting. The Council are welcome to attend and speak in the public speaking item on the agenda. The Community Governance Review Committee are also due to meet at 6pm on Tuesday 6 September 2022 in the Council Chamber at Wyvern House, Winsford.
65	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
66	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There was no consideration of this item.		

The meeting closed at 8.20 p.m.

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