

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON THURSDAY 25TH JANUARY 2024
IN MALPAS COMMUNITY CHURCH, HIGH STREET, MALPAS AT 7.00 PM**

	PRESENT Cllrs Julie James Collins, Sean Davies, Charles Higgie, Oryan Lightning, Karen Meredith, Berthold Schoene, Martin Shackleton, Adrian Waddelove, Chris Whitehurst, Michael Williams (Chairman). The Clerk. One member of the public attended the meeting.
224.	APOLOGIES Cllr Tina Barnett (personal reason), Eric Bickley (personal reason).
225.	DECLARATION OF INTERESTS Cllr Higgie declared a non-pecuniary interest in item 247 as he is a member of the Malpas Joint Burial Board. Cllr Lightning declared a non-pecuniary interest in item 248 of the minutes as he is a member of the Christmas Steering Group. Cllr Waddelove declared a non-pecuniary interest in item 247 as he is a member of the Malpas Joint Burial Board. Cllr Whitehurst declared a non-pecuniary interest in item 250 of the minutes as he is Chairman of the Recreation Ground Committee. Cllr Williams declared a non-pecuniary interest in item 248 of the minutes as he is a member of the Christmas Steering Group.
226.	APPROVAL OF THE MINUTES 226.1 <u>Minutes of the Parish Council Meeting on 30th November 2023:-</u> Resolved:- Item 196.1.1 was amended to read “Cllr Clifford personally reimbursed them.” The Council then approved the minutes of the Parish Council Meeting held on 30th November 2023. The Chairman signed the minutes as a true and proper record. Proposed by Cllr Higgie and seconded by Cllr Lightning. 226.2 <u>Minutes of the Parish Council Extraordinary Meeting on 8th January 2024:-</u> Resolved:- The Council approved the minutes of the Parish Council Extraordinary Meeting held on 8th January 2024. It was noted that references to he / she shall be replaced with gender neutral pronouns in all Council documents to ensure consistency. The Chairman signed the minutes as a true and proper record. Proposed by Cllr Shackleton and seconded by Cllr Meredith.
227.	OPEN FORUM - Mr Roger Clifford had submitted a handover report which was circulated to Councillors prior to the meeting. He spoke to the meeting regarding his concerns about the Recreation Ground Committee. - Cllrs Higgie and Waddelove spoke to the meeting in their capacity as members of Malpas Joint Burial Board (MJBB) regarding ongoing investigations and the draft constitution. The Council raised concerns regarding the financial liabilities of MJBB.
228.	INTERNAL PROCEEDURES The Council is to arrange to go through further internal documents.
229.	CASUAL VACANCY Roger Clifford has stood down as councillor. CWaC have been informed. The notice of vacancy has been posted on the website and noticeboard.
230.	POLICE REPORT The police report was previously circulated.

231.

ACCOUNTS

231.1 To approve the following payments:-

Chq No	Payee	Statutory Power	Amount
604	Running Costs	s.111	£ 91.20
605	ASAP Signs		£ 223.20
606	Victoria Jubilee Hall	S.111	£ 66.00
607	Then Media Ltd (website)	S.111	£ 24.00
608	Malpas Community Church	s.111	£ 26.00
609	Barlows CCTV phase 2		£2,412.00
610	CHALC – Training	s.111	£ 55.00
611	HMRC – Jan 2024		£ 133.19

The Clerk's salary was paid by standing order.

Resolved:- The Council agreed to the above payments.

Proposed by Cllr Higgle and seconded by Cllr Meredith.

231.2 Receipts Received as at 1st November 2023:-

Christmas Trees:- £280.00

Christmas Event (allocated to Amberon):- £740.00

Donation to CCTV Phase 2:- £406.00

231.3 Accounts and Bank Reconciliation:-

The summary of Receipts and Payments was previously circulated.

The reconciled balance in the current bank account as at 31st December 2023 was £219,564.42.

The funds are allocated as follows:-

Parish Council - £39,138.89

New Homes Bonus - £23,265.78

Community Infrastructure Levy (CIL):- £155,684.33

Allotment Deposits (ring fenced in accounts):- £0.00 (see note below)

Allotment Maintenance funds (ring fenced in accounts):- £87.83

Neighbourhood Plan:- £8.72

Will Legacy:- £893.95

Christmas Tree (to be reimbursed) – (£431.08)

Police Grant - £410.00

Donation:- allocated to CCTV - £506.00

N.B. £682.50 transferred to Mossland bank account (in respect of £600.00 ringfenced key deposits and £82.50 allotment fees received 2023/24).

231.4 Budget to Date:-

The Council received the budget to date and forecast figures for the 2023 – 2024 financial year. The forecast figures were discussed and some amendments were made for the figures that would not be spent in the current financial year (see attached spreadsheet).

232.

BUDGET SETTING FOR 2024 – 2025

Resolved:- The Council agreed to set the budget for the 2024 – 2025 financial year as below.

Proposed by Cllr Whitehurst and seconded by Cllr Higgle.

Item	Amount
Essential Payments	
Costs to run the Council	£ 19,131.63
Village Maintenance	£ 2,288.00
Sub Total	£ 21,419.63

		<table><tr><td>Non Essential Payments</td><td></td></tr><tr><td>Christmas Event and Lights (installation costs)</td><td>£ 2,000.00</td></tr><tr><td>Community Resilience Plan</td><td>£ 500.00</td></tr><tr><td>Grants</td><td>£ 6,240.00</td></tr><tr><td>Highways</td><td>£ 2,500.00</td></tr><tr><td>The Cross</td><td>£ 3,000.00</td></tr><tr><td>Sub Total</td><td>£ 14,240.00</td></tr><tr><td>TOTAL Essential and Non Essential Payments</td><td>£ 35,659.63</td></tr></table>	Non Essential Payments		Christmas Event and Lights (installation costs)	£ 2,000.00	Community Resilience Plan	£ 500.00	Grants	£ 6,240.00	Highways	£ 2,500.00	The Cross	£ 3,000.00	Sub Total	£ 14,240.00	TOTAL Essential and Non Essential Payments	£ 35,659.63	
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233.	PRECEPT The 2024 – 2025 Local Council Tax Base for the parish of Malpas has been calculated as 1092.9 for Band D equivalent properties. The Band D Local Council Tax Base for 2023 – 2024 was 1071.3 for Band D equivalent properties. Resolved:- The Council agreed to set the precept for 2024 - 2025 financial year at £31,006.00. This represents an increase of £613.00 (2.02%) on the 2023 – 2024 precept amount. There will be no change with the Local Council Tax Charge for a Council Tax Band D property for 2024 – 2025. This will remain the same as 2023 – 2024 at £28.37. This means there will be an increase of £0.00 (0.0%) in the Parish Council's 2023 - 2024 share of the CWaC Council Tax bill. Proposed by Cllr Whitehurst and seconded by Cllr Higgie.																		
234.	BUSINESS PRIORITIES AND PROJECTS 234.1 <u>Update:-</u> See receive update regarding business priorities and projects for the next financial year (2024 – 2025) 234.2 <u>Potential s106 funding:-</u> The Council had agreed to contact local organisations to enquire if they have any requirements for the potential s106 sum of £20,068 to be allocated towards enhancing park and recreation provision within Malpas. The Clerk has contacted CWaC and for further advice / clarification regarding the allocation of the potential s106 funding. CWaC has advised that the Council needs to be careful so as not to raise expectations and also to ensure that any suggested potential sums and site allocations are appropriate for the typology that has triggered the sum in the first instance. CWaC has provided the following information regarding the allocation of a potential developer sum triggered for parks & recreation enhancement:- <i>“A potential developer sum triggered for parks & recreation enhancement should be allocated to a site which offers a range of recreational & open space functions i.e. traditional parks or recreation grounds. The park & recreation typology can include sports such as bowling & tennis. But football, rugby, hockey & cricket cannot be considered for allocating any potential park & recreations sum. These sports & potential sums are assessed separately using Sport England’s sports pitch calculator, our Playing Pitch Strategy and would be allocated to priority sports pitch site within the Rural South PPS, not necessarily within the Malpas locality.</i> <i>Looking at the council’s open space mapping for Malpas the only sites that’s mapped as parks & recreational sites is Malpas Recreation Ground, plus some potential for either enhancing tennis or bowling provision at the Malpas Sports & Social Club. As both would fit the criteria for the parks & recreation typology.”</i> 234.3 <u>Existing s106 funding:-</u> The Council made the following suggestions for the sums that are allocated towards Highways traffic management:- - Wrexham Road – extending the footpath to include the section that is missing.																		

	- St Oswalds Close – improvements to existing footpath which is in poor condition. - Old Hall Street:- request that the proposed VAS on Old Hall Street is swapped for a pelican crossing. - Wrexham Road – to explore traffic calming options with CWaC.
235.	PLANNING 235.1 Planning Applications:- 235.1.- 23/03933/FUL - Two story rear extension, alterations to roof of existing rear extension at Hillcrest Wrexham Road Malpas Observations:- The Council would make the observations as documented below: Background Factors: Open countryside Relevant Malpas and Overton Neighbourhood Plan Policies BE3 Relevant Local Plan Part 2 Policies: DM21 DM46-48 Potential benefits to the community: None identified Potential impact on neighbours: Very little impact on the neighbours Potential impact on wider community: Very little impact on the community <i>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.</i> The above observations were proposed by Cllr Meredith and seconded by Cllr Shackleton. 235.2 <u>To consider any applications received after the agenda has been distributed:-</u> No new applications have been received. 235.3 <u>Recent decisions by CW&C:-</u> <u>Approved / Decided:-</u> 22/03297/S73 - Land Off Chester Road Malpas 22/02825/FUL - Shepherds Supermarket Old Hall Street Malpas 23/01349/FUL - Whitewood Lane Farm Whitewood Lane Overton Malpas 23/02948/FUL - Woodhouse Farm Dymocks Mill Lane Oldcastle Malpas 23/03050/TPO – Inglewood 3 Love Lane Overton Malpas
236.	NEIGHBOURHOOD PLAN Mike Boxall has sent the following update on the work of the Malpas Neighbourhood Plan Steering Group (MNPSG):- “The Parish Council received a report, presented by Chris Whitehurst, in October 2023. This indicated that the original objectives of MNPSG had just about been completed. MNPSG had gathered additional material to support a review and possible rewrite of the Neighbourhood Plan and set in motion work to provide draft design codes and a summary of the need for and design of environmental protections. MNPSG also passed on advice from CWaC planning department that it might be prudent to delay further work until the national framework for planning controls became clearer, particularly with an election pending, and even modest changes to the NP requiring extensive consultation and approval. Since that date the MNPSG has received the output from the two outstanding project - Protecting and Enhancing Malpas’ Natural Environment and Malpas Design Guide and Codes. They should provide a valuable and helpful resource for any future work the Parish Council decides to undertake on the Neighbourhood Plan. As the October paper indicated, any future phases of work will require a new Steering Group to be established.” Cllr Whitehurst advised that there are a number of questions to ask CWaC regarding the sustainability of rural housing numbers.
237.	MONTHLY SURGERY The January monthly surgery took place in the Old Fire Station Bistro. Update as below:- Query:- Wrexham Road:- when is the pavement going to be installed.

	Response:- The pavement is not owned by the council, the planning application does not have specifics on completion date. Highways department are pushing for the developer to complete. Query:- Hedge at the bottom of the car park. Response:- The hedge will be taken down eventually but there are part two items for the car park that need finalising first. Query:- Old Hall Street - new bus shelter. Response:- A licence has been applied for to relocate the stop which will then follow a clear way being installed. Also informed that Highways England completes the licence which takes time and should be done by March. Query:- Flooding to Mastiff Lane. Response:- This has been reported to CWaC. Query:- Safety mirror installation opposite Mastiff Lane. Response:- The council do not manage or approve safety mirrors and that landowner's permissions were to be sought by residents themselves. Query:- Hedge on Mastiff Lane. Response:- Request send to land owner to cut the hedge. Query:- Traffic outside the Heber. Response:- This is a police matter and has been passed on to PCSO McKevitt Query:- Old Hall Street / Cedars VAS. Response:- CWaC Has advised that a wide based post is required for the VAS; the cost to install is over £10k which is over the allocated budget. CWaC are to look into alternative funding to support completion of the project. Query:- Cross Update. Response:- The Council have had three quotes have been done and work and will be pressing forwards to get work done. Query:- Removal of tree with TPO at Malpas Sports Club during the Christmas break. Response:- Agreed that no application has come in for work to be done; to check with the tree officer that the tree has not be moved due to storm damage or disease if not enforcement will be actioned. Request for the Council to support a resident group who can monitor TPO trees in Malpas. There has been a breach of TPO regulations and CWAC are making enquires with enforcement to establish who has given permissions for the tree to be removed. Query:- Church Street potholes. Response:- A full report has been sent to the principal engineer. Resident to keep reporting and encourage others to do so. Requested for clarification from highways around suggestions of a resurface that is delayed due to Berwyn development not completing the payment at the front of the development. The potholes have now been filled. Query:- Request for Census information 2021 to find out the population of Malpas. Response:- Ward Cllr Williams is to follow this up and send direct to resident. Query:- Request for pavement cleaning on Old Hall Street / Old Malpas Road / Doctors. Response:- This has been reported to CWaC. Query:- Request from No Mans Heath resident to have street name changed on CWAC system as it is wrong causing delivery issues. Response:- This has been reported and is now corrected.
238.	THE MOSSLAND 238.1 <u>Allotments</u>:- Update:- Plot 2 has been let. Separate accounts have been set up for The Mossland; the income and the key deposits have been transferred from the Malpas Parish Council's bank account to The Mossland's bank account. Cllr Shackleton agreed to act as the Council liaison with the Allotments Association.

	Cllr Whitehurst advised that the recently installed ponds have blocked the drains to the neighbouring field. 238.2 <u>Charities Commission:-</u> The Charities Commission has since replied; the Clerk is to make further enquiries. 238.3 <u>Trust Deed Document:-</u> The Clerk has confirmed engagement terms for Hill Dickinson to prepare the Trust Deed Document. The draft trust deed in due next week.
239.	SLOW DOWN FOR MALPAS Cllr Schoene circulated a report proposing to set up a working party to deliver a campaign throughout the village encompassing all four main roads into Malpas and the High Street. The working party would work with other organisations, including the police and BRAKE, to deliver the project. Cllr Williams is to liaise with Cllr Schoene to set up a working group including residents.
240.	SPEED LIMIT The Council agreed to instruct CWaC to carry out an assessment for 30 mph speed limit to be implemented after Chorlton Villas, Whitchurch Road, Malpas. The speed gun is to be kept at the Jubilee Hall to enable access for Threapwood and No Mans Heath Parish Councils who contributed towards the cost.
241.	CHESTER ROAD CROSSING / PAVEMENT The most recent update from CWaC was "The S106 monies will not be able to be change for a Zebra Crossing without the permissions of Bovis and Bovis are refusing to allow the change." Ward Cllr Williams has suggested getting the residents of Bovis involved to see if they can persuade Bovis to change their minds or create a petition. Cllr Waddelove requested that CWaC provides a detailed explanation including costings and as to why the pavement cannot be installed.
242.	HIGH STREET CAR PARK CWA is due to respond later this month regarding the legal agreement for the proposed car park extension.
243.	THE CROSS Two out of three quotes have been received to clean and repoint the steps surrounding the Cross. These have been submitted with the Application for Scheduled Monument consent form to Historic England.
244.	CCTV – PHASE TWO Barlows has now installed phase 2 CCTV in the High Street. Cllr Lightning updated the meeting regarding the recent request made by the police for CCTV footage due to an incident that took place in the car park.
245.	APPEARANCE OF MALPAS 245.1 <u>Street Furniture:-</u> No update. 245.2 <u>Bus Shelter Old Hall Street:-</u> See item 237 for update.
246.	WEBSITES 246.1 <u>Parish Council Website:-</u> The Council noted the launch of the new Parish Council website - www.malpasparishcouncil.org.uk The Council are to discuss promotion of the new website at the February meeting. 246.2 <u>Community Website:-</u> There was no consideration of this item.
247.	MALPAS JOINT BURIAL BOARD Reports were circulated to Cllrs prior to the meeting.

	There are a number of issues raised which require clarification. CWaC have been consulted and are due to respond. The Council agreed for the Chair and Clerk to arrange a meeting with the Chair and Clerk of the Burial Board.		
248.	CHRISTMAS EVENT The accounts were circulated previously; the Council noted the report.		
249.	VILLAGE FAIR Cllr Lightning advised that the village fair will take place on 13 th July 2024. The Village Fair Committee is to be set up as a subcommittee of the Parish Council; the Council is to formally consider the TORs at the February meeting.		
250.	RECREATION GROUND Any Councillors wishing to join the Recreation Ground Committee are to contact Cllr Whitehurst directly.		
251.	CLERK'S REPORT		
	No.	Item	Update
	251.1	S106 McCarthy Stone	At the beginning of December CWaC advised they had "engaged with our street lighting team to confirm all is ok with our plan to install the device on a wide based post instead of the street light which is unsuitable. Upon confirmation I will request the s106 monies and commit our works order." Ward Cllr Williams is chasing for an update.
	251.2	B5395	Email sent to Highways to advise that the PC considered whether to contribute £3,500.00 to implement the proposed speed limit on the B5395 and agreed not to proceed as it was felt that the money would be better used to install safety measures at the bridge. Highways Response:- "Thank you for the confirmation. I will add to our list of abandoned speed limit reductions. Regarding potential safety measures at Bradley Bridge, please refer to my previous correspondence attached where it is confirmed that it would not meet our intervention level of four or more collisions over three years. Consequently, other than any required lining renewals (which we will fund) there are no further plans for improvement at this time. It is worth noting that the speed limit reduction would include the bridge and any concerns the PC have may be assisted by a speed limit reduction."
	251.3	Footpath 10	Work completed; invoice paid.
	251.4	Sanctuary	Reminder sent to refill the grit bin outside Craddock Court, Malpas to ensure safety of residents.
	251.5	Training	VAT for unregistered councils (VAT126) booked the Clerk to attend.
	251.6	Training	VAT for unregistered councils (VAT126) booked Cllr Clifford to attend.
	251.7	Allotment s106 funding	Query to CWaC regarding s106 funds to pay for footpaths, a gate at the entrance to the allotments site; another gate at the entrance to the allotment plots; a shed to store equipment; a chipper and a mower CWA confirmed that all of the suggestions seem fine.

			Roger Clifford was lead for The Mossland; the Clerk will now liaise with the Allotments Association regarding the requirements and then send the submission to Rural Localities, they will pick the email up and advise regarding the process.
	251.8	Mossland ponds	Placed order for signage to be sited next to the ponds – due to be ready this month.
	251.9	CCTV finance	The Dry Cleaning Company contributed £406.00 to make up the shortfall to pay for CCTV phase 2.
	251.10	Allotment planning	Contacted Planning and enquire about the options regarding the planning permission for a 12 ft x 10 ft shed at The Mossland.
	251.11	Survey	Completed the Survey: Achieving Net Zero across Local Councils.
	251.12	Training	Booked Cllr Chris Whitehurst to attend the Town and Parish Council Connections Online Meeting: Cheshire's archives: a story shared - Thursday 18th January.
	251.13	Recreation Ground Trustees and Committee	Cllr Williams and the Clerk met with the trustees and the Chair with the aim to work together regarding the current situation and discuss how to move forward. Agreed to re-open play area; advised of future plans for the play equipment.
	251.14	Simon Kettle	Forwarded queries to Planning Lead for responses; response sent to Simon Kettle.
	251.15	Road Markings @ Malpas	CWaC has advised regarding lining elements for Old Hall Street and High Street - CWaC have noted that the centre line is being proposed for renewal. During resurfacing in Christleton a couple of years ago, CWaC removed the centre line through Village Road. This has had a positive effect and has proven to be effective in highlighting to motorist's entry into an area with a change of character and thus engaging them to drive more cautiously/considerately. CWaC is to trial the removal of the centre line in Malpas. If the change is not welcomed by residents, then CWaC will re-instate the centre line.
	251.16	Wrexham Road	Ref HW570281494 reported overgrown vegetation onto pavement.
	251.17	Webinar	The Clerk attended webinar You're invited Tackling Toxic Behaviours in Town & Parish Councils.
252.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
253.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There were no updates.		
254.	PRESS AND PUBLIC There was no consideration of this item.		
255.	HIGH STREET CAR PARK There was no consideration of this item.		

The meeting closed at 9.04 p.m.

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