

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON THURSDAY 30TH MAY 2024
IN MALPAS COMMUNITY CHURCH, MALPAS AT 7.00PM**

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| | <p>PRESENT Cllrs Tina Barnett, Julie James Collins, Charles Higgie, Oryan Lightning, Alan Moore, Susie Powell, Martin Shackleton, Adrian Waddelove, Chris Whitehurst, Michael Williams (Chairman). The Clerk. Ward Cllr Rachel Williams. Five members of the public attended part of the meeting.</p> |
| 1. | <p>ELECTION OF CHAIRMAN FOR 2024 – 2025 Resolved:- Cllr Williams was proposed for the position of Chairman by Cllr Higgie and seconded by Cllr Barnett. Cllr Williams was duly elected as Chairman for 2024 – 25 and signed the acceptance of office declaration.</p> |
| 2. | <p>APOLOGIES Cllrs Sean Davies, Karen Meredith. Berthold Schoene has stood down from the Council. The Clerk is to inform CWaC of the vacancy.</p> |
| 3. | <p>DECLARATION OF INTERESTS Cllr Higgie declared a non-pecuniary interest in item 26 of the minutes as he is a member of the Malpas Joint Burial Committee and in item 16.2 as he attends the backgammon club. Cllr Lightning declared a non-pecuniary interest in item 16.9 of the minutes as he is a member of the Jubilee Hall Committee. Cllr Moore declared a non-pecuniary interest in item 16.9 of the minutes as he is a member of the Jubilee Hall Committee. Cllr Powell declared a non-pecuniary interest in item 16.6 of the minutes as she is a member of the tennis club. Cllr Shackleton declared a pecuniary interest in item 32 of the minutes as he is married to the Clerk. Cllr Waddelove declared a non-pecuniary interest in item 26 of the minutes as he is a member of the Malpas Joint Burial Committee. Cllr Whitehurst declared a non-pecuniary interest in item 16.3 of the minutes as he is a member of Community Links; a non-pecuniary interest in item 24 and 32 as he is Chairman of the Recreation Ground Committee; a non-pecuniary interest in item 17.4 as he is a Trustee of the Community Land Trust. Cllr Williams declared a non-pecuniary interest in item 16.9 of the minutes he is a member of the Jubilee Hall Committee.</p> |
| 4. | <p>ELECTION OF VICE CHAIRMAN FOR 2024 – 2025 Resolved:- Cllr Moore was proposed for the position of Vice Chairman by Cllr Shackleton and seconded by Cllr Higgie. Cllr Moore was duly elected as Vice Chairman for 2024 – 25 and signed the acceptance of office declaration.</p> |
| 5. | <p>APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 25th April 2024:-</u> Resolved:- The Chairman approved the minutes of the Parish Council Business Meeting held on 25th April 2024 as a true and proper record. Proposed by Cllr Higgie and seconded by Cllr Moore. Cllrs Waddelove and Whitehurst wished to have it stated that they did not accept the minutes therefore they did not take part in the voting.</p> |

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| | <p><u>Minutes of the Parish Council Extraordinary Meeting on 20th May 2024:-</u></p> <p>Resolved:- The Chairman approved the minutes of the Parish Council Extraordinary Meeting held on 20th May 2024 as a true and proper record.</p> <p>Proposed by Cllr Moore and seconded by Cllr Shackleton.</p> |
| 6. | <p>CHAIRMAN'S REPORT</p> <p>The Council noted the Chairman's Report (see attached). The report is to be posted on the Council's website.</p> |
| 7. | <p>OPEN FORUM</p> <p>The following issues were raised by residents:-</p> <ul style="list-style-type: none"> - Malpas Community Minibus Association:- to thank the Council for the grant and to confirm that a report had been sent in respect of the grant received in 2023 as the representative was unable to attend the Annual Parish Meeting. - Planning:- concerns were raised regarding a number of inaccurate and misleading statements that were made in a report by Fisher German titled 'CWaC Local Plan Review Consultation 2021 - Representations on behalf of Chester Diocesan of Finance'. The report supports a proposed development of land off Wrexham Road that is owned by the Diocese of Chester. The report has been submitted to CWaC and is on their website. A request was made for the Council to write to both Fisher German and CWaC to state the inaccuracies in the report and to request that the report be amended accordingly. - Backgammon Club:- support of the grant application. - Church AGM:- concerns were raised regarding the recent meeting. |
| 8. | <p>CASUAL VACANCIES / ELECTIONS</p> <p>There are currently two casual vacancies.</p> |
| 9. | <p>POLICE REPORT</p> <p>The report was circulated previously. Cllr Moore offered to use his contacts with the police to request for more police presence in the area. Cllr Lighting advised the police have made several requests for CCTV footage; this has led to one successful conviction. Residents are urged to report all incidents of anti-social or criminal behaviour by calling 101.</p> |
| 10. | <p>INTERNAL PROCEDURES</p> <p>There was no consideration of this item.</p> |
| 11. | <p>COUNCIL REGULATIONS</p> <p>11.1 <u>To agree adoption of the Financial Regulations:-</u> NALC has issued an updated version of the Financial Regulations; this item was deferred until the June meeting. The Clerk is to go through the latest version and personalise it.</p> <p>11.2 <u>To agree adoption of the Standing Orders:-</u> Cllr Whitehurst is to forward to most recent set of Standing Orders that the Council agreed to adopt at the extraordinary meeting that was held in January.</p> <p>11.3 <u>To agree adoption of Code of Conduct:-</u> Resolved: - The Council adopted the Code of Conduct. Proposed by Cllr Barnett and seconded by Cllr Lightning.</p> <p>11.4 <u>To confirm the appointment of the Responsible Financial Officer:-</u> Resolved: - The Council confirmed the appointment of Ruth Shackleton as the Responsible Financial Officer. Proposed by Cllr Barnett and seconded by Cllr Lightning.</p> <p>11.5 <u>To confirm the appointment of Bank Signatories:-</u> Resolved: - The Council confirmed the appointment of Cllrs Barnett, Higgle, Meredith, Williams, and the Clerk Ruth Shackleton as Bank Signatories. Proposed by Cllr Barnett and seconded by Cllr Lightning.</p> |

| | 11.6 <u>To approve the Financial Risk Assessment:-</u> Resolved: - The Council adopted the Financial Risk Assessment. Proposed by Cllr Barnett and seconded by Cllr Lightning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------|--|-----------------|----------|-----------------|--------|-----|---------------|-------|---------|-----|----------------------|-------------|----------|-----|--------------------------------|-------|----------|-----|--------------------------|-------|---------|-----|--------------------------------|-------|----------|-----|-------------------------------------|-------|----------|-----|--------|-------|----------|-----|----------------------------------|--|----------|
| 12. | ACCOUNTS 12.1 <u>Online Banking:-</u> To consider and agree to set up online banking access. Resolved: - The Council agreed to set up online banking access with Lloyds bank. Proposed by Cllr Moore and seconded by Cllr James Collins. 12.2 <u>Insurance:-</u> The Clerk informed the meeting of the quote received for the annual insurance cover. Resolved:- The Council is currently in a long term agreement until 2025 with Zurich Insurance therefore agreed to the renewal amount of £823.22. Proposed by Cllr Shackleton and seconded by Cllr James Collins. 12.3 <u>CHALC:-</u> To consider and agree whether to renew the CHALC subscription 12.4 <u>To approve the following payments:-</u> <table><tr><th>Chq No</th><th>Payee</th><th>Statutory Power</th><th>Amount</th></tr><tr><td>627</td><td>Running Costs</td><td>s.111</td><td>£ 44.03</td></tr><tr><td>628</td><td>HMRC - PAYE May 2024</td><td>lga 112-119</td><td>£ 141.99</td></tr><tr><td>629</td><td>Then Media (community website)</td><td>s.111</td><td>£ 597.60</td></tr><tr><td>630</td><td>Then Media Ltd (website)</td><td>s.111</td><td>£ 24.00</td></tr><tr><td>631</td><td>Jake Gurr FCA (internal audit)</td><td>s.111</td><td>£ 150.00</td></tr><tr><td>632</td><td>Jake Gurr (internal audit Mossland)</td><td>s.111</td><td>£ 150.00</td></tr><tr><td>633</td><td>Zurich</td><td>s.111</td><td>£ 823.22</td></tr><tr><td>634</td><td>Smartwheelie (stickers for bins)</td><td></td><td>£ 395.00</td></tr></table> <p>The Clerk's salary was paid by standing order. Resolved:- The Council agreed to the above payments. Proposed by Cllr Higgie and seconded by Cllr Barnett.</p> 12.5 <u>Receipts Received as at 1st May 2024:-</u> Precept:- £31,006.00 12.6 <u>Accounts and Bank Reconciliation:-</u> The summary of Receipts and Payments was previously circulated. The reconciled balance in the current bank account as at 1 st May 2024 was £292,698.22. The funds are allocated as follows:- Parish Council - £60,633.85 New Homes Bonus - £23,265.78 Community Infrastructure Levy (CIL):- £208,953.17 Allotment Maintenance funds (ring fenced in accounts):- £87.83 Neighbourhood Plan:- £8.72 Christmas Tree (to be reimbursed) – (£51.08) CCTV donations (to be reimbursed) – (£200.05) | Chq No | Payee | Statutory Power | Amount | 627 | Running Costs | s.111 | £ 44.03 | 628 | HMRC - PAYE May 2024 | lga 112-119 | £ 141.99 | 629 | Then Media (community website) | s.111 | £ 597.60 | 630 | Then Media Ltd (website) | s.111 | £ 24.00 | 631 | Jake Gurr FCA (internal audit) | s.111 | £ 150.00 | 632 | Jake Gurr (internal audit Mossland) | s.111 | £ 150.00 | 633 | Zurich | s.111 | £ 823.22 | 634 | Smartwheelie (stickers for bins) | | £ 395.00 |
| Chq No | Payee | Statutory Power | Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 627 | Running Costs | s.111 | £ 44.03 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 628 | HMRC - PAYE May 2024 | lga 112-119 | £ 141.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 629 | Then Media (community website) | s.111 | £ 597.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 630 | Then Media Ltd (website) | s.111 | £ 24.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 631 | Jake Gurr FCA (internal audit) | s.111 | £ 150.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 632 | Jake Gurr (internal audit Mossland) | s.111 | £ 150.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 633 | Zurich | s.111 | £ 823.22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 634 | Smartwheelie (stickers for bins) | | £ 395.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13. | ANNUAL AUDIT 13.1 <u>To agree the Fixed Asset register:-</u> Resolved: - The Council agreed to approve the Fixed Asset Register. Proposed by Cllr Moore and seconded by Cllr Higgie. 13.2 <u>To approve the Annual Governance Statement:-</u> Resolved: - The Council approved and signed the Annual Governance Statement for the year ended 31st March 2024 for the purpose of the External Audit. Proposed by Cllr Moore and seconded by Cllr Higgie. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>13.3 <u>To approve the year end accounts, explanation of variances and audit summary 2023-2024 and to approve the Annual Return for year ended 31st March 2024:-</u> Resolved: - The Council approved and signed the year end accounts, explanation of variances and audit summary 2023-2024 and approved the Annual Return for year ended 31st March 2024 for the purpose of the External Audit. Proposed by Cllr Moore and seconded by Cllr Higgie.</p> <p>13.4 <u>Internal Audit:-</u> Jake Gurr FCA has completed the Internal Audit. There were no matters arising. A copy of report is available and is to be posted on the website. The Council noted the report.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14. | <p>ELECTION OF REPRESENTATIVES / COMMITTEES</p> <table><tr><td>14.1</td><td>Malpas Joint Burial Committee</td><td>The Council agreed in principle to nominate Cllrs Higgie, Williams and Waddelove to represent the Council. This is to be ratified at the June meeting.</td></tr><tr><td>14.2</td><td>Cheshire Assoc. of Town and Parish Councils</td><td>Cllrs Higgie, Moore, Shackleton</td></tr><tr><td>14.3</td><td>Recreation Ground Committee</td><td>Cllr Powell</td></tr><tr><td>14.4</td><td>Young Persons Project</td><td>Cllr Powell</td></tr><tr><td>14.5</td><td>Victoria Jubilee Hall Committee</td><td>Cllr Moore</td></tr><tr><td>14.6</td><td>Financial Scrutiniser</td><td>Cllr James Collins</td></tr><tr><td>14.7</td><td>Malpas Community Minibus</td><td>There was no representative elected.</td></tr><tr><td>14.8</td><td>Internal Procedures Working Group</td><td>Cllrs Moore, Williams</td></tr><tr><td>14.9</td><td>Planning Working Group</td><td>Cllr Meredith is the lead</td></tr><tr><td>14.10</td><td>Personnel Committee</td><td>Cllrs James Collins, Moore, Williams</td></tr><tr><td>14.11</td><td>Finance Working Group</td><td>There was no representative elected.</td></tr><tr><td>14.12</td><td>Neighbourhood Plan Working Group</td><td>Cllrs Higgie, Meredith, Powell, Whitehurst, Williams</td></tr><tr><td>14.13</td><td>Climate Emergency Working Group</td><td>There was no representative elected.</td></tr><tr><td>14.14</td><td>Social Media Moderator</td><td>Cllr Lightning</td></tr><tr><td>14.15</td><td>Website Admin</td><td>Cllr Whitehurst and the Clerk</td></tr><tr><td>14.16</td><td>Highways Working Group</td><td>Cllrs Whitehurst, Williams</td></tr></table> <p>Resolved:- That the Council appoints the above Councillors as listed above. Proposed by Cllr James Collins and seconded by Cllr Lightning.</p> | 14.1 | Malpas Joint Burial Committee | The Council agreed in principle to nominate Cllrs Higgie, Williams and Waddelove to represent the Council. This is to be ratified at the June meeting. | 14.2 | Cheshire Assoc. of Town and Parish Councils | Cllrs Higgie, Moore, Shackleton | 14.3 | Recreation Ground Committee | Cllr Powell | 14.4 | Young Persons Project | Cllr Powell | 14.5 | Victoria Jubilee Hall Committee | Cllr Moore | 14.6 | Financial Scrutiniser | Cllr James Collins | 14.7 | Malpas Community Minibus | There was no representative elected. | 14.8 | Internal Procedures Working Group | Cllrs Moore, Williams | 14.9 | Planning Working Group | Cllr Meredith is the lead | 14.10 | Personnel Committee | Cllrs James Collins, Moore, Williams | 14.11 | Finance Working Group | There was no representative elected. | 14.12 | Neighbourhood Plan Working Group | Cllrs Higgie, Meredith, Powell, Whitehurst, Williams | 14.13 | Climate Emergency Working Group | There was no representative elected. | 14.14 | Social Media Moderator | Cllr Lightning | 14.15 | Website Admin | Cllr Whitehurst and the Clerk | 14.16 | Highways Working Group | Cllrs Whitehurst, Williams |
| 14.1 | Malpas Joint Burial Committee | The Council agreed in principle to nominate Cllrs Higgie, Williams and Waddelove to represent the Council. This is to be ratified at the June meeting. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.2 | Cheshire Assoc. of Town and Parish Councils | Cllrs Higgie, Moore, Shackleton | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.3 | Recreation Ground Committee | Cllr Powell | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.4 | Young Persons Project | Cllr Powell | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.5 | Victoria Jubilee Hall Committee | Cllr Moore | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.6 | Financial Scrutiniser | Cllr James Collins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.7 | Malpas Community Minibus | There was no representative elected. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.8 | Internal Procedures Working Group | Cllrs Moore, Williams | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.9 | Planning Working Group | Cllr Meredith is the lead | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.10 | Personnel Committee | Cllrs James Collins, Moore, Williams | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.11 | Finance Working Group | There was no representative elected. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.12 | Neighbourhood Plan Working Group | Cllrs Higgie, Meredith, Powell, Whitehurst, Williams | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.13 | Climate Emergency Working Group | There was no representative elected. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.14 | Social Media Moderator | Cllr Lightning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.15 | Website Admin | Cllr Whitehurst and the Clerk | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.16 | Highways Working Group | Cllrs Whitehurst, Williams | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15. | <p>BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2024 / 2025 The following remain the Council's main business priorities:-</p> <ul style="list-style-type: none">- Car Park;- The Cross;- The Mossland;- Pavement on Chester Road;- Look into s106 funds that are held by CWaC for projects in the village;- Community events;- Communication with parishioners. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16. | <p>GRANT APPLICATIONS RESOLVED:- The Council considered each grant application based on its' individual merits and made the decisions as detailed in the table below.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| No. | Organisation | Project | Amount | Decision |
|-----|--------------------------------------|--|-------------------|--|
| 1. | Malpas Alport Endowed Primary School | Hard canopy cover for outdoor play | £ 1,400.00 | The Council agreed to award a grant of £1,000.00. Proposed by Cllr Shackleton and seconded by Cllr Higgle. |
| 2. | Malpas Backgammon Club | Malpas Backgammon Training Equipment | £ 130.00 | The Council agreed to award a grant of £65.00. Proposed by Cllr Shackleton and seconded by Cllr Waddelove. |
| 3. | Malpas Community Links | D Day 80 | £ 2,067.62 | The Council is to defer this as the event is not taking place until 2025 (VE Day 80); it is to be considered when the Council set the precept. |
| 4. | Malpas Community Minibus Association | Provision of Community Transport Services | £ 1,000.00 | The Council agreed to award a grant of £1,000.00. Proposed by Cllr Shackleton and seconded by Cllr Lightning. |
| 5. | Malpas Opal Club | Malpas Opal Club Activity Fund | £ 200.00 | The Council agreed to award a grant of £200.00. Proposed by Cllr Shackleton and seconded by Cllr Barnett. |
| 6. | Malpas Tennis Club | Resurfacing tennis courts | £14,500.00 | This is to be considered separately at the June meeting. |
| 7. | Malpas Young Persons Project | Malpas Young Persons Project | £ 1,500.00 | The Council agreed to award a grant of £1,500.00. Proposed by Cllr Shackleton and seconded by Cllr Waddelove. |
| 8. | Tilston Netball Club (Malpas) | The Home of Malpas TNC / On Your Marks NET Go / VETs NET | £ 3,760.00 | The Council agreed not to award a grant. |
| 9. | Victoria Jubilee Hall | Hall modernisation | £ 2,000.00 | The Council agreed to award a grant of £2,000.00. Proposed by Cllr Shackleton and seconded by Cllr Higgle. |
| 10. | Wingate Centre | All Stars Juniors | £ 500.00 | The Council agreed not to award a grant. |
| | Total | | £27,057.62 | |

There have been two further requests received for grant funding, The Beeches Pre School and Malpas Library. The Clerk is to advise that they have missed the deadline and refer them to the Ward Cllr.

17.

PLANNING

17.1 Planning Applications:-

There were no planning applications.

17.2 To consider any applications received after the agenda has been Distributed:-

There were no planning applications.

17.3 Recent decisions by CW&C:-

Approved:-

23/03933/FUL - Hillcrest Wrexham Road Malpas

24/00462/FUL - The Hollies Old Hall Street Malpas

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| | <p>24/00721/FUL - South Barn Preston Hall Farm Mastiff Lane Malpas Refused:-</p> <p>24/00534/TPO - The Old Rectory Church Street Malpas</p> <p>17.4 <u>CWaC Local Plan and CLT:-</u> A report was previously circulated regarding a document titled 'Representations of behalf of Chester Diocesan Board of Finance';. The document was prepared by Fisher German in respect of CWaC Local Plan Review Consultation 2021 contained in the report it was stated there had been early conversations with the CLT. Cllr Whitehurst confirmed that the CLT has had no contact with Fisher German as stated in their report; he is to contact them and request that all references to the CLT in the document be removed. The Council agreed to also make representations to Fisher German regarding the inaccuracies in the document and request that they are removed.</p> |
| 18. | <p>NEIGHBOURHOOD PLAN The Council received the report previously circulated prepared by Cllr Whitehurst. A further meeting is due to take place. The Council discussed the request from CCA (Cheshire Community Action) for the Council to support a Housing Needs Survey to be sent to residents in the village. The Council reiterated the need to keep CCA completely separate from Malpas Parish Council as it is a totally separate organisation. Resolved:- The Council is to write to CCA to advise that they do not wish to be a part of the Housing Needs Survey that CCA is carrying out in Malpas. Proposed by Cllr Shackleton and seconded by Cllr Moore.</p> |
| 19. | <p>MONTHLY SURGERY There was no consideration of this item. Other concerns raised by parishioners include:- <ul style="list-style-type: none"> - Vehicles using Greenway Lane; - Parking in St Oswalds Close; - Parking on Springfield Road. These have been referred to the Ward Cllr who has taken action.</p> |
| 20. | <p>THE MOSSLAND There has been no further progress on this item due to other projects taking priority.</p> |
| 21. | <p>SLOW DOWN FOR MALPAS The Council received the report previously circulated by Cllr Schoene; Cllr Moore agreed to lead the initiative. There is no update on the analysis of data.</p> |
| 22. | <p>APPEARANCE OF MALPAS <u>Planters:-</u> The Clerk has placed an order with Walkers Nurseries for the seven planters to be refilled.</p> |
| 23. | <p>THE CROSS T Livingstone Stonemasons has sent the following email:- <i>"If agreeable with the parish council, I would like to begin works on Monday 15th July, lasting for two weeks.</i> <i>The plan is for traffic control measures to be in place for 5 of the 10 days. I am currently waiting on requotes from traffic control companies as the original company who quoted are now not able to carry out the works.</i> <i>The lightning conductor operatives will be present for one day during this time with a cherry picker. The closure of a single bay of the car park is being managed by the traffic control company as the car park is managed by highways."</i> He is due to confirm the dates and also the date(s) when the car parking space will be required so as the landlords of The Crown can be informed.</p> |
| 24. | <p>RECREATION GROUND PLAY AREA Update:-</p> |

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| | <p>On 1st May 2024 an email was sent to the Chairman of the Recreation Ground Committee regarding the following:-</p> <ul style="list-style-type: none"> - To submit a copy of the report regarding health and safety concerns in the play area at Malpas Recreation Ground. - To register serious safety concerns as there is barbed wire in the hedge that is located next to the zip wire. - A request to enquire as to why has no action been taken since ROSPA carried out the inspection of the play area was carried out in November 2023. - To request copies of the weekly inspection reports for the past 6 weeks (the Parish Council understands that regular inspections ought to take place including that the sandpit has Malpas Recreation Ground Committee been maintained on a weekly basis (i.e. raking over and the removal of foreign objects). - To request sight of the "design risk assessment" provided by the manufacturer and the risk assessment. - To request list of the committee members. <p>The Chairman of the Malpas Recreation Ground Committee responded to advise there is to be a meeting on Monday 17th June, at which point the Committee will consider all the points raised and provide a subsequent response.</p> |
| 25. | <p>EVENTS COMMITTEE</p> <p>The revised TORS for the Events Committee were circulated.</p> |
| 26. | <p>MALPAS JOINT BURIAL COMMITTEE (MJBC)</p> <p>A report and draft constitution were circulated previously.</p> <p>The Council considered the draft MJBC constitution which included the comments that have already been submitted by No Mans Heath and District Parish Council to MJBC.</p> <p><u>No Man's Heath and District Parish Council comments on the Draft Constitution:-</u></p> <p>No Man's Heath and District Parish Council had previously forwarded their suggested amendments to the Draft Constitution of the Malpas Joint Burial Committee as follows:-</p> <ol style="list-style-type: none"> 1. <i>"Membership (Attendees) be amended to provide fair representation to each Parish Council and Parish Meeting forming the "Community" (see below).</i> 2. <i>Additional members (co-opted onto the Committee and not nominated by a Parish Council/Meeting) shall not have voting rights.</i> 3. <i>The quorum shall be adjusted once the final composition of the Committee is decided such that at least one third (rounded up) of voting members forms a quorum.</i> 4. <i>Ownership of the Cemetery will EITHER rest with Malpas Parish Council on behalf of the whole "Community" OR jointly with the Parish Councils/Meetings forming the "Community".</i> 5. <i>Malpas Parish Council will oversee the financial operation of the Committee, including the annual audit, and will ensure that a report is provided annually to the Parish Councils / Meetings forming the "Community".</i> <p>No Man's Heath and District Parish Council suggest that any of the following compositions of the Committee would provide "fair representation" under para 1 above:</p> <ul style="list-style-type: none"> • <i>One nominee of each Parish Council and Parish Meeting</i> • <i>Three nominees of Malpas Parish Council, two nominees of NMH&D PC, one nominee of each Parish Meeting."</i> <p><u>Arrangements for the Annual Audit:-</u></p> <p>CHALC advised that "as per the advice from Steve Parkinson the annual audit should be under the Malpas Parish Council umbrella so your Internal Auditor and PKF Littlejohn (the external auditor) should audit them."</p> <p>As advised, the accounts for MJBC need to be included under the Malpas Parish Council 'umbrella'.</p> <p>The 2023 / 24 accounts have already been prepared and the internal audit has taken place, therefore the Malpas Parish Council Annual Audit for 2024 - 25 will include the MJBC finances.</p> |

| | Resolved:- The Council agreed to the following:- <ul style="list-style-type: none">• The Council agreed with all the comments on the Draft Constitution made by No Man’s Heath and District Parish Council as above.• The Council is to recommend that the following “The Clerk will have a discretionary limit of £500 for any urgent costs/expenses.” be amended to “The Clerk, in conjunction with the Chairman, will have a discretionary limit of £500 for any urgent costs/expenses.”• The Council is to request sight of a full set of financial accounts for the past five years before formally agreeing to the amended Constitution.• To advise MJBC of the arrangements / legal requirements for the Annual Audit. Proposed by Cllr Shackleton and seconded by Cllr Moore. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 27. | PARISH COUNCIL WEBSITE <p>A draft of the proposed copy for flyer to promote the launch of the new Parish Council website was previously circulated. The Clerk is to arrange for a proof to be prepared. The Council discussed distribution.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28. | CLERK’S REPORT <table><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>28.1</td><td>The Mossland – Legal</td><td>Ongoing enquiries regarding the options and implications as to whether The Mossland is to remain registered or to deregister with the Charity Commission. There has been no further progress on this item due to other projects taking priority and taking up the Clerk’s time.</td></tr><tr><td>28.2</td><td>Chester Road Footpath</td><td>The Ward Cllr has chased CWaC for an update, CWaC have sent their apologies as they have not been able to progress this yet due to other seasonal commitments. They will progress during the summer months.</td></tr><tr><td>28.3</td><td>VAS Old Hall Street</td><td>Email sent to CWaC to confirm that the Council is in agreement with CWaC's suggested location for the VAS.</td></tr><tr><td>28.4</td><td>30 mph speed limit to be implemented up to Chorlton Villas, Whitchurch Road, Malpas</td><td>The Ward Cllr has chased CWaC for an update, CWaC have sent their apologies as they have not been able to progress this yet due to other seasonal commitments. They will progress during the summer months.</td></tr><tr><td>28.5</td><td>The Mossland: Risk Assessment</td><td>There has been no further progress on this item.</td></tr><tr><td>28.6</td><td>The Mossland: Hedging at entrance</td><td>Ongoing enquiries to obtain hawthorn hedging. There has been no further progress on this item.</td></tr><tr><td>28.7</td><td>Bradley Bridge</td><td>Email to CWaC to request for an advisory speed limit horizontal plate - 20 or 25 mph as judged to be appropriate - under the usual triangular double bend sign.</td></tr><tr><td>28.8</td><td>Planters</td><td>Order placed with Walkers to refill x 7 planters at a cost of £63.50 plus VAT each.</td></tr><tr><td>28.9</td><td>Bank Account: The Mossland</td><td>The Clerk has set up Instant Access Bank Account for The Mossland. The Mossland funds have been transferred from Current Bank Account to new Instant Access Bank Account. The Clerk is in the process of renaming The Mossland Current Bank Account to the Events Committee Bank Account.</td></tr><tr><td>28.10</td><td>Wheelie Bin Stickers</td><td>Highways have advised that they wouldn’t support the stickers placement on the highway as it isn’t a permitted sign. However, they have no jurisdiction when situated on private property. An order has been placed for 500 stickers.</td></tr></table> | | | No. | Item | Update | 28.1 | The Mossland – Legal | Ongoing enquiries regarding the options and implications as to whether The Mossland is to remain registered or to deregister with the Charity Commission. There has been no further progress on this item due to other projects taking priority and taking up the Clerk’s time. | 28.2 | Chester Road Footpath | The Ward Cllr has chased CWaC for an update, CWaC have sent their apologies as they have not been able to progress this yet due to other seasonal commitments. They will progress during the summer months. | 28.3 | VAS Old Hall Street | Email sent to CWaC to confirm that the Council is in agreement with CWaC's suggested location for the VAS. | 28.4 | 30 mph speed limit to be implemented up to Chorlton Villas, Whitchurch Road, Malpas | The Ward Cllr has chased CWaC for an update, CWaC have sent their apologies as they have not been able to progress this yet due to other seasonal commitments. They will progress during the summer months. | 28.5 | The Mossland: Risk Assessment | There has been no further progress on this item. | 28.6 | The Mossland: Hedging at entrance | Ongoing enquiries to obtain hawthorn hedging. There has been no further progress on this item. | 28.7 | Bradley Bridge | Email to CWaC to request for an advisory speed limit horizontal plate - 20 or 25 mph as judged to be appropriate - under the usual triangular double bend sign. | 28.8 | Planters | Order placed with Walkers to refill x 7 planters at a cost of £63.50 plus VAT each. | 28.9 | Bank Account: The Mossland | The Clerk has set up Instant Access Bank Account for The Mossland. The Mossland funds have been transferred from Current Bank Account to new Instant Access Bank Account. The Clerk is in the process of renaming The Mossland Current Bank Account to the Events Committee Bank Account. | 28.10 | Wheelie Bin Stickers | Highways have advised that they wouldn’t support the stickers placement on the highway as it isn’t a permitted sign. However, they have no jurisdiction when situated on private property. An order has been placed for 500 stickers. |
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| | 28.11 | Annual Parish Meeting | The Jubilee Hall was booked and invites sent to previous grant recipients to attend. |
| | 28.12 | Insurance for Village Fair | Zurich insurance doesn't offer plurvious policy. |
| | 28.13 | VAT | CHALC has confirmed that the Council can reclaim the VAT that was in respect of the grant awarded to MJBC. |
| | 28.14 | S106 funding | Enquiry made with CWaC as to who has to apply for the s106 funding for the Recreation Ground. CWaC advised that it is the Council that would apply to draw down the s106 funding from CWaC on behalf of the Recreation. Ground. |
| | 28.15 | Neighbourhood Plan meeting | The Jubilee Hall was booked for a meeting of the Neighbourhood Plan Steering Group that was held on Wednesday 15 th May 2024. |
| | 28.16 | Barlow's – removal of bunting | An email was sent to Barlow's to request breakdown of cost to take down the bunting that was erected by Community Links (the bunting had to be removed so as Barlow's could put up the Christmas Lights); an invoice for the sum of £150.00 has been sent to Community Links. |
| | 28.17 | Byway | An enquiry was received from member of the public regarding use of a Byway from Chorlton Lane to Love Lane. The Clerk has clarified the legal position with Public Rights of Way and advised the resident accordingly. |
| | 28.18 | Zurich Insurance | The bus shelter on Old Hall Street was entered twice on insurance schedule; the Clerk has contacted Zurich to request that they remove one bus shelter; this will not affect premium. |
| 29. | EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs. | | |
| 30. | UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There were no updates. | | |
| | PART TWO | | |
| 31. | 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 Shackleton and seconded by Cllr Higgle. | | |

The meeting closed at 9.02 p.m.

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