

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON THURSDAY 26TH MARCH 2026
IN VICTORIA JUBILEE HALL, MALPAS AT 7.00PM**

	<p>PRESENT Cllrs Oliver Adam, Suzie Adam, Tony Dickenson, Charles Higgle, Alan Moore (Vice Chair), Dave Parry, Kirsty Parry, Susie Powell, Martin Shackleton. The Clerk. Five members of the public attended part of the meeting.</p>
273.	<p>APOLOGIES Cllrs Tina Barnett (personal reason), Julie James Collins (personal reason), Karen Meredith (personal reason), Michael Williams (personal reason).</p>
274.	<p>DECLARATION OF INTERESTS There were no interests declared.</p>
275	<p>APPROVAL OF THE MINUTES <u>Minutes of the Parish Council Meeting on 26th February 2026:-</u> Resolved:- The Council approved the minutes of the Parish Council Business Meeting held on 26th February 2026 as a true and proper record. Proposed by Cllr Higgle and seconded by Cllr Adam.</p>
276.	<p>OPEN FORUM</p> <ul style="list-style-type: none"> - Health and Wellness in the Community:- A local resident has asked the Council for support in creating a community group aimed at reducing social isolation and encouraging stronger social connections among residents. - Greenspace, Springfield Road:- A resident spoke to the meeting about parking concerns and to request what can be done. The Clerk is to contact the Ward Cllr to progress the request with CWaC. - Protect Malpas:- John Webb requested an update on the Neighbourhood Plan and sought clarification on the Council's approach to large-scale planning applications, particularly in relation to leadership and the identification of preferred development sites within the village. The Council confirmed that it has previously written to CWaC and Fisher German to highlight inaccuracies in the Fisher German report concerning land off Wrexham Road owned by the Chester Diocese, and to request that these be corrected. It was also requested that a meeting be arranged between representatives of the Council and Protect Malpas to discuss the Council's proposed approach. In response, John Webb was advised that the Parish Council must operate within its statutory framework, as previously outlined to him. Any such meeting would therefore focus on liaison with Protect Malpas, alongside other consultative groups, and provide an opportunity to address any further questions they may have. - VAS on Old Hall Street:- A Cedars resident expressed concerns regarding speeding vehicles on Old Hall Street and requested an update as to when the VAS will be installed, The Clerk is to follow this up with CWaC.
277.	<p>POLICE REPORT The police report was circulated previously. Notes from the police cluster meeting held on Tuesday 24th February 2026 were circulated. <i>Residents are urged to call 101 to report all incidents of anti-social or criminal behaviour.</i></p>

278.	<p>ANNUAL PARISH MEETING</p> <p>The Council reviewed the arrangements for the Annual Parish Meeting. It was agreed that the meeting will take place prior to the May business meeting, commencing at 6:00pm, and that recipients of grants awarded during the 2025–26 financial year will be invited to speak about how their funding was used.</p>																																							
279.	<p>ACCOUNTS</p> <p>279.1 <u>To approve the following payments:-</u> The Council agreed to make the following online payments:-</p> <table border="1" data-bbox="177 456 1487 994"> <thead> <tr> <th>Payee</th> <th>Stat Power</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">Parish Council Bank Account – Payments</td> </tr> <tr> <td>Running Costs /</td> <td>s.111</td> <td>£ 40.15</td> </tr> <tr> <td>HMRC - PAYE mth 12</td> <td>lga 112-119</td> <td>£ 148.63</td> </tr> <tr> <td>Then Media</td> <td>s.111</td> <td>£ 24.00</td> </tr> <tr> <td>The Accounts Centre – payroll services</td> <td>s.111</td> <td>£ 12.00</td> </tr> <tr> <td>Jubilee Hall</td> <td>s.111</td> <td>£ 78.00</td> </tr> <tr> <td>CHALC Training</td> <td>s.111</td> <td>£ 52.50</td> </tr> <tr> <td>YOU Media</td> <td>s.111</td> <td>£ 70.00</td> </tr> <tr> <td>Cheshire Community Action (membership)</td> <td>s.111</td> <td>£ 55.00</td> </tr> <tr> <td>ICO (Data Protection Fee)</td> <td>s.111</td> <td>£ 47.00</td> </tr> <tr> <td colspan="3">The Mossland Bank Account – Payments</td> </tr> <tr> <td>Aggregate Supplies Ltd (planings)</td> <td></td> <td>£ 1,188.00</td> </tr> </tbody> </table> <p>The Clerk’s salary was paid by standing order. Resolved:- The Council agreed to the above payments. Proposed by Cllr Moore and seconded by Cllr Higgle.</p> <p>279.2 <u>Receipts Received as at 1st March 2026:-</u> None received.</p> <p>279.3 <u>Accounts and Bank Reconciliation as at 1st March 2026:-</u> The Mossland Bank Account:- £4,747.52 Events Committee Bank Account:- £10,568.71 Deposit Bank Account: £258,964.79 Parish Council Bank Account:- £22,955.75 The following amounts are ringfenced in the Parish Council bank account:- S106 allocated to allotments - £1,438.83</p> <p>279.4 <u>Grant Process:-</u> The grant notice has been posted on Facebook and the Council noticeboard.</p>	Payee	Stat Power	Amount	Parish Council Bank Account – Payments			Running Costs /	s.111	£ 40.15	HMRC - PAYE mth 12	lga 112-119	£ 148.63	Then Media	s.111	£ 24.00	The Accounts Centre – payroll services	s.111	£ 12.00	Jubilee Hall	s.111	£ 78.00	CHALC Training	s.111	£ 52.50	YOU Media	s.111	£ 70.00	Cheshire Community Action (membership)	s.111	£ 55.00	ICO (Data Protection Fee)	s.111	£ 47.00	The Mossland Bank Account – Payments			Aggregate Supplies Ltd (planings)		£ 1,188.00
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280.	<p>ASSERTION 10</p> <p>The Clerk has instructed Then Media to:-</p> <ul style="list-style-type: none"> Set up a council email address ending <i>.gov.uk</i> Secure a website domain ending <i>.gov.uk</i> <p>The new website domain is malpasparishcouncil.gov.uk.</p>																																							
281.	<p>INTERNAL PROCEDURES</p> <p>Meeting is in process of being arranged to go through Council documents.</p>																																							
282.	<p>BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2026 / 2027</p> <p>The Council discussed ways to improve communication with parishioners, including the idea of publishing a regular “Action Plan for Working for Our Community.”</p> <p>It was agreed to establish a working party to review Council communications, which will include identifying projects, assigning a councillor to each, and considering associated costs and timelines.</p> <p>Cllrs K Parry, S Adam and O Adam agreed to lead the working party and to report back to the April meeting.</p>																																							

<p>283.</p>	<p>PLANNING</p> <p>283.1 <u>Planning Applications:-</u> 26/00316/FUL - Erection of 2no. detached dwellinghouses and associated access road, landscaping and boundary treatments at Land At Tilston Road Malpas</p> <p>Observations:- The Council made the following observations as documented below: There is no pavement from the site to the village thus making it a dangerous walk. Background Factors: Within settlement boundary Relevant Malpas and Overton Neighbourhood Plan Policies: H1, H3, H4, BE1, BE2, BE4, BE5, LC1, LC2, LC3, LC4, SF4, TC1 Positive aspects of development: None identified Material considerations against development: None identified Other relevant information: Malpas Parish statement states that sites within the settlement boundary should be developed first and that all new dwellings should be in line with the Malpas Design Guides and Codes document dated Jan 2024 and the IBI Taylor Young Malpas Character Study dated Oct 2012 The Planning Statement has identified a need for 1,2 and three bedded homes. This application is for two 5 bedded 2.5 storey homes. Resolved:- The Council agreed to accept the above observations. Proposed by Cllr Higgle and seconded by Cllr D Parry.</p> <p>283.2 <u>To consider any applications received after the agenda has been distributed:-</u> The planning application for 93 dwellings for land off Chester Road is due to be submitted. The Council agreed to request for an extension to prepare observations and to hold an extraordinary meeting.</p> <p>283.3 <u>Recent decisions by CW&C:-</u> No updates.</p> <p>283.4 <u>Rural Alliance meeting:-</u> The Clerk has asked Ward Cllr Williams to help to arrange a meeting with the head of Planning Rob Charnley following on from the meeting that was held in December.</p>
<p>284.</p>	<p>NEIGHBOURHOOD PLAN STEERING GROUP (NPSG)</p> <p>Cllr Shackleton provided an update to the meeting on the timescales and process for the Neighbourhood Plan. The Council is working with a planning consultant who has explored the possibility of designating the Church-owned land as protected green space but has advised that this is unlikely to be successful. The Council will continue to consult with the planning consultant to seek guidance on any future large-scale planning applications. Resolved:- The Council agreed to approve the updated Neighbourhood Plan by email before it is submitted to CWaC to be screened. Proposed by Cllr Moore and seconded by Cllr Dickenson.</p>
<p>285.</p>	<p>MONTHLY SURGERY</p> <p>No residents attended the March surgery. The Council reconsidered the timing of the surgeries and agreed to hold the monthly surgery between 10am – 11am at the Old Fire Station on the first Saturday of the month. The website is to be updated accordingly.</p>
<p>286.</p>	<p>THE MOSSLAND</p> <p>286.1 <u>Allotments:-</u> Update:- - Insurance:- The new shed and equipment have been added to the Council's insurance policy with Zurich (no extra charge incurred). - Car Park resurfacing:- The materials have been purchased and paid from The Mossland bank account; equipment hire is due to be arranged to carry out the work.</p> <p>286.2 <u>Request regarding Pond at The Mossland:-</u> An email has been sent to the tenants regarding the options that were discussed; they are due to confirm this is what was agreed before any action is taken.</p>

287.	<p>HIGHWAYS (INCL SLOW DOWN FOR MALPAS / SPEEDWATCH) <u>Speedwatch:-</u> Cllr D Parry advised that no Speedwatch exercises have taken place recently and that they are due to recommence in April.</p>
288.	<p>MALPAS JOINT BURIAL COMMITTEE (MJBC) Cllr D Parry updated the meeting regarding the amount of the CWaC maintenance payment.</p>
289.	<p>APPEARANCE OF MALPAS</p> <p>289.1 <u>Floral Displays / Planters:-</u> Planters:- Walkers Nurseries is yet to provide a quote to refill the seven planters. The Clerk is to follow this up. Lampposts Planters:- CWaC has responded regarding the request to advise that following a recent inspection any additional loading could compromise the structural integrity of the lampposts. This means that the Council is unable to proceed with the lamppost planters as originally planned. The Council agreed to put up and pay for hanging baskets throughout the village. Cllr Powell is to obtain the number of hanging baskets required. Resolved:- The Council agreed for the Clerk to place an order with Walkers Nurseries to supply, fill and put up hanging baskets with a self-watering system up to the value of £2,400.00 Proposed by Cllr Moore and seconded by Cllr K Parry.</p> <p>289.2 <u>Street Orderly:-</u> The advert has been posted; the closing date for applications is 7th April 2026.</p> <p>289.3 <u>Clayhole Croft:-</u> Cllr Williams has chased Pronin as to whether they will carry out the work at the site. A copy of the works specification is to be sent to Cllr D Parry who offered to obtain a further quote. This was discussed in Part 2.</p> <p>289.4 <u>BT Phone Box, Church Street:-</u> The Clerk is in the process of obtaining a quote to provide a lock, Once the lock has been installed then the Clerk is to contact primary school regarding displaying artwork The Clerk has contacted Zurich they advised that if you are risk assessing the phone box, then it would be covered under the Council's Public Liability. A risk assessment is to be prepared. Resolved:- The Council agreed for the Clerk to place an order for a lock up to the value of £200.00. Proposed by Cllr Dickenson and seconded by Cllr O Adam.</p>
290.	<p>MALPAS QR HISTORY TOUR Ward Cllr Williams has contacted You Media regarding the delivery of the project and a list of properties has been provided. The Clerk has prepared a letter to send to the owners of the properties who have expressed an interest in having a blue plaque installed seeking formal permission by certain date and advising that responsibility for fixing the plaque to their property will rest with the property owner. The letters are in process of being distributed.</p>
291.	<p>CCTV EXTENSION The owners have advised that the old coop is a not an option for the CCTV. Cllr Moore and the Clerk are to look at suggested alternative locations on the High Street and Church Street and arrange for a quote from Barlows.</p>
292.	<p>EVENTS COMMITTEE Cllr Shackleton advised that the Soapbox Derby is a non-event due to the insurance costs.</p>

293.	CLERK'S REPORT		
	No.	Item	Update
	293.1	The Mossland - Charity Commission	CCA (Cheshire Community Action) has written to apologise for the delay with looking at a new constitution for The Mosslands . It's not particularly straightforward and they won't have the chance to look at it again until April.
	293.2	VAS Old Hall Street	Request sent to CWaC for update on installation.
	293.3	Zebra Crossing on Chester Road	Request sent to CWaC for update on installation.
	293.4	Training	The Clerk has highlighted the training courses available for Cllrs to consider whether they wish to attend. Cllrs to advise of any they wish to attend.
	293.5	Council Surgery	PC website and noticeboard times updated.
	293.6	Training	Booked Communicating with your community Part 1: Creating a communications strategy (01/06/26)
	293.7	War memorial	Letter sent to committee regarding the War Memorial regarding Addition of Missing Names.
294.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.		
295.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There was no consideration of this item.		
296.	Part 2 - 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 which are of a sensitive nature. Proposed by Cllr Higgle and seconded by Cllr O Adam.		

The meeting closed at 9.00 p.m.

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