

**MINUTES OF MALPAS PARISH COUNCIL MEETING
HELD ON THURSDAY 30TH APRIL 2026
IN VICTORIA JUBILEE HALL, MALPAS AT 7.00PM**

	PRESENT Cllrs Oliver Adam, Suzie Adam, Tina Barnett, Tony Dickenson, Charles Higgie, Karen Meredith, Alan Moore (Vice Chair), Dave Parry, Kirsty Parry, Martin Shackleton. The Clerk. One member of the public attended part of the meeting.
305.	APOLOGIES Cllrs Julie James Collins (personal reason), Susie Powell (personal reason), Michael Williams (personal reason). Ward Cllr Rachel Williams.
306.	DECLARATION OF INTERESTS There were no interests declared.
307.	APPROVAL OF THE MINUTES Resolved:- The Council approved the minutes of the Parish Council Business Meeting held on 26th March 2026 as a true and proper record. Proposed by Cllr Dickenson and seconded by Cllr Adam. Resolved:- The Council approved the minutes of the Extraordinary Meeting held on 13th April 2026 as a true and proper record. Proposed by Cllr Dickenson and seconded by Cllr Adam.
308.	OPEN FORUM - Malpas Bowls:- The secretary of the Club spoke to the meeting regarding their current grant application to purchase and install new lights.
309.	POLICE REPORT The Clerk is to make arrangements for the next police cluster meeting. <i>Residents are urged to call 101 to report all incidents of anti-social or criminal behaviour.</i>
310.	ANNUAL PARISH MEETING The recipients of grants awarded during the 2025–26 financial year have been invited to attend the Parish Meeting to speak about how their funding was used.
311.	INTERNAL PROCEDURES 311.1 <u>Social Media Policy:-</u> The Council considered to add the following to the Social Media Policy:- Under page 2 "Guidance when using all forms of Social Media" to add after para (m) "<i>(n) Posting on Social Media of official Parish Council proceedings - to include all regular meetings and all extraordinary meetings and the proceedings of any sub-committee - is restricted to the Clerk, Council Chairman (and vice-chairman with approval of the Chairman in individual cases) and members of the Press and Publicity sub-committee.</i>" <i>(o) Councillors posting on Social Media may comment on official proceedings at Parish Council meetings but must do so making it clear that the post is a personal post and not an official Parish Council communication. "</i> The Council noted that this will be covered in the Comms Register (see item 311.2) 311.2 <u>Comms Register and Strategy:-</u> Cllr S Adam is working on drafting working documents, including a communications register and an outline Strategy for the Council. The proposed strategy sets out the Council's functions, methods of operation, and future aspirations. Councillors discussed the importance of maintaining a "single source of truth" for official Parish Council communications to ensure consistency, accuracy, and a professional standard.

It was agreed that a formal communications protocol should be established for all Concerns were raised following a recent police incident in the village, particularly regarding a parish councillor commenting on the matter on social media in a personal capacity. Councillors noted that such actions could have an adverse effect on the reputation of the Parish Council, including the risk of speculation, the circulation of unverified or misleading information, and potential safeguarding implications. Councillors felt that this demonstrated a lapse in judgement. It was suggested that the Council take a more proactive and visible approach to communication within the village.

It was agreed that the Council's Standing Orders should be reviewed and amended to provide clearer guidance on councillors' engagement with the press and use of social media.

Resolved:- The Council agreed to appoint Cllr S Adam as administrator for the Parish Council website and Facebook page and to finalise the communications register and Parish Council strategy which is to be circulated to Cllrs prior to formal approval.

Proposed by Cllr Moore and seconded by Cllr Barnett.

312. ACCOUNTS

312.1 To approve the following payments:-

The Council agreed to make the following online payments:-

Payee	Stat Power	Amount
Parish Council Bank Account – Payments		
Running Costs	s.111	£ 158.26
HMRC - PAYE mth 1	lga 112-119	£ 190.50
Then Media	s.111	£ 24.00
The Accounts Centre – payroll services	s.111	£ 12.00
Jubilee Hall	s.111	£ 56.00
CHALC (membership)	s.111	£ 770.00
UVE Planning - NP Professional Fees		£3,854.40
Zurich Insurance	s.111	£ 923.33
The Mossland Bank Account – Payments		
Cadstones - timber for AA car park		£ 308.98
Malpas Plant Hire - AA car park		£ 576.00

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 O Adam.

312.2 Receipts Received as at 1st April 2026:-

None received.

312.3 Accounts and Bank Reconciliation as at 1st April 2026:-

The Mossland Bank Account:- £3,957.36

Events Committee Bank Account:- £10,564.46

Deposit Bank Account: £259,109.54

Parish Council Bank Account:- £22,095.35

The following amounts are ringfenced in the Parish Council bank account:-

S106 allocated to allotments - £1,438.83

312.4 Annual Audit:-

The accounts for the year ending 31st March 2026 have been prepared and delivered to Morren Accountancy to carry out the annual internal audit. Morren

	Accountancy have sent an letter of engagement for their services which has been signed and returned.		
313.	GRANT PROCESS The Council noted the following grant applications received for the 26/27 financial year and agreed to ask Protect Malpas for a breakdown of the funds requested:-		
	Applicant	Project	Amount Req'd
	Malpas Darts Group	Malpas Darts Group	£ 700.00
	Young Persons Centre	Malpas Young Persons Project	£ 1,500.00
	Nomansheath Allotment Growers	Nomansheath Allotment Growers Start Up	£ 750.00
	Malpas Community Links	Malpas War Memorial Upgrade	£ 2,500.00
	1st Malpas Scouts	Camping Equipment and International Fund Raising	£ 1,500.00
	Protect Malpas	Protect Malpas	£ 1,000.00
	Malpas Bowling Club and Social Institute	New Floodlights	£ 7,963.00
	TOTAL		£15,913.00
314.	ASSERTION 10 The Clerk confirmed that Then Media has:- - Set up a council email address ending <i>.gov.uk</i> - Secured a website domain ending <i>.gov.uk</i> and arranged to redirect users from the old website ending <i>org.uk</i> to the new website ending <i>gov.uk</i> for 12 months (there is a small cost for this)		
315.	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2026 / 2027 Cllr K Parry requested that all current projects be included in this part of the agenda.		
316.	PLANNING 316.1 <u>Planning Applications:-</u> 26/00820/LBC - Installation of six brass commemorative plaques to the existing Malpas War Memorial, along with remedial works to the surrounding platform including relevelling, replacement of defective flagstones, and replacement and infilling of mortar joints between flagstones at St Oswalds Churchyard Church Street Malpas Observations:- The Council agreed to support the application and made the following observations as documented below:- Installation of six commemorative plaques to the existing War Memorial, together with remedial works to the surrounding platform, including re-levelling, replacement of defective flagstones, and re-pointing of mortar joints. The Parish Council agreed that it is important to ensure the Conservation Officer is satisfied that the proposed materials and works are appropriate to the Grade II listed War Memorial and its historic setting. Should planning permission be granted, the Parish Council requests that a condition be applied to permit only plaques 1–5, which include the names of service personnel, to be installed. This is to ensure that sufficient space remains available for the addition of names from more recent or future conflicts. Plaque 6, which provides explanatory text regarding the additional names, is not supported at this time. Proposed by Cllr Meredith and seconded by Cllr O Adam. 316.2 <u>To consider any applications received after the agenda has been distributed:-</u>		

26/00809/FUL - Single and two storey extensions and alterations to existing dwelling at The Byre Love Lane Overton Malpas

Observations:-

The Council resolved to object to the application.

Councillors noted that the proposal is located within a rural area and is subject to Neighbourhood Plan Policy BE3. Concern was raised that the scale of the proposed extension represents an increase of over 50% to the existing dwelling, which exceeds the 30% guideline set out in CWaC's Supplementary Planning Document (SPD) on Extensions.

Proposed by Cllr Meredith and seconded by Cllr Moore.

26/00947/LBC - The removal of modern stud walls and the provision of an en-suite to the master bedroom at Lower Moss Farm Higher Wych Road Wigland

Observations:-

The Council agreed not to make any observations.

26/01049/FUL - Single storey and two storey side extensions including attic rooms. Replacement of outbuildings with new carport and alterations to fenestration at Scar Farm Whitewood Lane Overton Malpas

Observations:-

The Council made the following observations as documented below:-

The application site lies within open countryside and is visible from the public realm.

Members noted that the proposal falls under Neighbourhood Plan Policy BE3.

It was further noted that the applicant has undertaken pre-application consultation with the Planning Authority and has amended the scheme in accordance with the advice received.

Proposed by Cllr Meredith and seconded by Cllr Higgle.

316.3 Recent decisions by CW&C:-

Decided:-

26/00223/CAT - at Land Rear of The Market House Church Street Malpas

316.4 Instructing Planning Consultants:-

Planning Matters – 26/00663/OUT, Land off Chester Road

The Council considered a report prepared by a planning consultant in relation to application 26/00663/OUT (Land off Chester Road). The cost of the report was noted as £1,168.00 plus VAT.

Councillors discussed the potential for the Council to publish an official Council position / statement regarding proposed new developments, including considerations such as scale and location.

It was noted that the general view expressed by residents is that there has been significant development in Malpas; however, should further housing be required, the Chester Road site is considered by some to be the most appropriate location.

Councillors queried whether the Council should engage a planning consultant for every application, raising concerns regarding potential costs. It was also discussed whether the current report could be used to as a basis to form responses to other applications.

Resolved:- The Council agreed to the following:-

- **To submit the attached report as prepared by the planning consultant in respect of planning application 26/00663/OUT (Outline planning application for the erection of a residential development (use class C3) of up to 93 dwellings including open space and associated infrastructure with all matters reserved except access at Land At Grid Ref 349041 347835 Chester Road Malpas) to CWaC and to pay the fee of £1,168.00 plus VAT.**

	- To consider each large planning application on a case-by-case basis, and a planning consultant will be engaged where deemed necessary to prepare a detailed report. - To prepare a Council statement setting out the Council's approach to large planning applications; this is to be circulated by email for agreement prior to publication. Proposed by Cllr Moore and seconded by Cllr O Adam. The Council discussed the proposed sale of land that is owned by the diocese. Resolved:- That Cllr O Adam prepare a draft letter to the Diocese. The draft is to be circulated to all councillors for approval prior to being sent, and subsequently published on the Parish Council's social media channels. Proposed by Cllr Moore and seconded by Cllr Dickenson. 316.5 <u>Training on Planning Applications:-</u> Resolved: That Councillors attend a group training session, to be delivered by a planning consultant, on how to comment on housing applications in line with the Neighbourhood Plan and appropriate conduct in submissions. The cost of the session (£300.00 plus VAT) was approved. Proposed by Cllr Meredith and seconded by Cllr Shackleton.
317.	NEIGHBOURHOOD PLAN STEERING GROUP (NPSG) Cllr Shackleton reported that the updated Neighbourhood Plan has been submitted to CWaC for screening. Once returned, it will proceed to the consultation stage.
318.	MONTHLY SURGERY No residents attended the April surgery. Cllr S Adam is to post a notice on social media to advertise the May surgery.
319.	THE MOSSLAND Update for the Allotments:- - Car Park – work is now completed. - Vacant plot –enquiry regarding an allotment plot passed onto Allotments Association.
320.	HIGHWAYS (INCL SLOW DOWN FOR MALPAS / SPEEDWATCH) 320.1 <u>Speedwatch:-</u> Cllr D Parry updated the meeting about the recent Speedwatch exercises. 320.2 <u>VAS on Old Hall Street:-</u> The Clerk reported that a further follow-up has been made with CWaC regarding the VAS at Old Hall Street, noting that the scheme is funded through Section 106 contributions and has been subject to ongoing delay.
321.	MALPAS JOINT BURIAL COMMITTEE (MJBC) There were no updates..
322.	APPEARANCE OF MALPAS 322.1 <u>Floral Displays / Planters:-</u> Floral Displays: • Two letters have been prepared: one for properties with brackets and one for those without, to advise regarding hanging baskets. These are to be distributed to seek permission and confirm whether businesses are happy to have hanging baskets installed and brackets fitted (where required). • Walkers have not yet provided the cost for supplying the hanging baskets; however, they have supplied pricing for watering and maintaining the baskets throughout the summer period. Planters: • An order has been placed with Walkers to refill the seven planters at a cost of £74.68 plus VAT each. 322.2 <u>Clayhole Croft:-</u> This was considered in part 2

	322.3 <u>BT Phone Box, Church Street:-</u> The Clerk reported that contact has been made with Colin Bennett requesting a quotation for the supply of a lock / padlock, and a response is awaited. 322.4 <u>Jubilee Hall:-</u> Cllr Moore updated the meeting about the painting and maintenance works taking place soon to the exterior of the Jubilee Hall.											
323.	MALPAS QR HISTORY TOUR You Media is due to provide a quote.											
324.	CCTV EXTENSION Cllr Moore and the Clerk are to arrange a site meeting with Barlows regarding extending CCTV.											
325.	EVENTS COMMITTEE The Council discussed whether they were interested in holding and organising a summer fair and agreed they were; the Clerk is to contact Ward Cllr Williams to arrange a Committee meeting.											
326.	CLERK'S REPORT <table><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>326.1</td><td>The Mossland - Charity Commission</td><td>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. No further update.</td></tr><tr><td>326.2</td><td>Zebra Crossing on Chester Road</td><td>The Clerk has followed up the request again with CWaC for repainting the road markings.</td></tr></table>			No.	Item	Update	326.1	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. No further update.	326.2	Zebra Crossing on Chester Road	The Clerk has followed up the request again with CWaC for repainting the road markings.
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326.2	Zebra Crossing on Chester Road	The Clerk has followed up the request again with CWaC for repainting the road markings.										
327.	EXTERNAL CORRESPONDENCE INCLUDING SUGGESTION BOX List previously circulated to Cllrs.											
328.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There was no consideration of this item.											
329.	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 and employment 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