

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

	PRESENT Cllrs Oliver Adam, Louise Curry, Tony Dickenson, Julie James Collins, Alan Moore (Chairman), Dave Parry, Kirsty Parry. The Clerk. One member of the public attended part of the meeting.
56.	APOLOGIES Cllrs Tina Barnett, Charles Higgle, Susie Powell. Ward Cllr Rachel Williams.
57.	DECLARATION OF INTERESTS Cllr Moore declared a pecuniary interest in item 63.2 of the minutes as he is Treasurer of the Jubilee Hall Committee.
58	APPROVAL OF THE MINUTES Resolved:- The Council approved the minutes of the Parish Council Business Meeting held on 25th June 2026 as a true and proper record. Proposed by Cllr D Parry and seconded by Cllr K Parry.
59.	CASUAL VACANCIES The Parish Council now has five casual vacancies. CWaC has been notified of the two latest vacancies (Oryan Lightning and Michael Williams), and the required notices have been published on the PC website, noticeboard and social media. CWaC has also confirmed that the Council may now proceed to co-opt to fill the three earlier vacancies. This has been advertised on the website, noticeboard and social media. Resolved:- The Council agreed to co-opt Louise Curry onto the Council; she duly signed the Acceptance of Office. Proposed by Cllr Adam and seconded by Cllr James Collins. Resolved:- The Council agreed to co-opt Karen Meredith and Rachel Williams onto the Council; they were unable to attend the meeting and are due to sign the Acceptance of Office. Proposed by Cllr D Parry and seconded by Cllr Dickenson.
60.	OPEN FORUM A resident spoke to the meeting about planning application 26/01673/FUL - Two storey side and rear extensions, replacement porch, installation of bay roofs, a replacement garage and ancillary works at The Firs Tilston Road Malpas.
61.	INTERNAL PROCEDURES 61.1 <u>Communications Register and Strategy:-</u> The Council recognise that these are working documents and subject to change, Resolved:- The Council agreed to adopt the Communications Register and Strategy (subject to some minor amendments). Proposed by Cllr Moore and seconded by Cllr D Parry. 62.2 <u>Communications Lead:-</u> Resolved:- The Council agreed to appoint Cllr Adam as the lead for Communications. Proposed by Cllr Moore and seconded by Cllr Dickenson.
62.	POLICE REPORT The minutes of the Police Cluster meeting that took place at 6pm on 25th June 2026; were previously circulated.

	The Council noted the local concerns raised regarding the recent Festival of Light event that took place in fields at Hampton. <i>Residents are urged to call 101 to report all incidents of anti-social or criminal behaviour.</i>																																										
63.	ACCOUNTS 63.1 <u>To approve the following payments:-</u> The Council agreed to make the following online payments:- <table><tr><th>Payee</th><th>Stat Power</th><th>Amount</th></tr><tr><td colspan="3">Parish Council payments</td></tr><tr><td>Running Costs</td><td>s.111</td><td>£ 68.29</td></tr><tr><td>Then Media</td><td>s.111</td><td>£ 28.80</td></tr><tr><td>The Accounts Centre – payroll services</td><td>s.111</td><td>£ 12.00</td></tr><tr><td>HMRC - PAYE mth 4</td><td>lga 112-119</td><td>£ 182.30</td></tr><tr><td>Victoria Jubilee Hall - room hire</td><td>s.111</td><td>£ 107.50</td></tr><tr><td>CHALC – training</td><td>s.111</td><td>£ 30.00</td></tr><tr><td>Jubilee Hall – grant from CIL monies</td><td></td><td>£3,000.00</td></tr><tr><td colspan="3">Parish Council payments previously made</td></tr><tr><td>Paul Smith - street orderly services</td><td></td><td>£ 300.00</td></tr><tr><td>Drayton glass (replace damaged glass)</td><td></td><td>£ 699.84</td></tr><tr><td colspan="3">Events Committee</td></tr><tr><td>TENS Licence</td><td></td><td>£ 21.00</td></tr></table> The Clerk’s salary was paid by standing order. Resolved:- The Council agreed to the above payments. Proposed by Cllr Adam and seconded by Cllr James Collins. 63.2 <u>Receipts Received as at 1st July 2026:-</u> None received 63.3 <u>Accounts and Bank Reconciliation:-</u> The summary of Receipts and Payments was previously circulated. The reconciled balance deposit bank account as at 1st July 2026 - £259,377.95. The reconciled balance current bank account as at 1st July 2026 - £72,749.83 The funds are allocated as follows:- Parish Council - £72,536.07 S.106 allocated to allotments - £1,011.37 Neighbourhood Plan:- (£284.28) Christmas Tree (to be reimbursed) – (£313.28) CCTV donations (to be reimbursed) – (£200.05) 63.4 <u>S.106:-</u> CWaC has sent an up to date list of s.106 monies that are available to the Council; this has been circulated. An email has been sent to CWaC to enquire how the unspent funds can be spent and whether they can be reallocated to other projects (e.g. the funds that were allocated to installing a pavement on Chester Road between the Fire Station and Leech Lane). 63.5 <u>Bank Signatory:-</u> Lloyds have confirmed the appointment of Cllr Moore as a bank signatory. 63.6 <u>Budget to Date:-</u> The Council received and noted the budget to date figures as at 30th June 2026 and the forecast figures to 31st March 2026.	Payee	Stat Power	Amount	Parish Council payments			Running Costs	s.111	£ 68.29	Then Media	s.111	£ 28.80	The Accounts Centre – payroll services	s.111	£ 12.00	HMRC - PAYE mth 4	lga 112-119	£ 182.30	Victoria Jubilee Hall - room hire	s.111	£ 107.50	CHALC – training	s.111	£ 30.00	Jubilee Hall – grant from CIL monies		£3,000.00	Parish Council payments previously made			Paul Smith - street orderly services		£ 300.00	Drayton glass (replace damaged glass)		£ 699.84	Events Committee			TENS Licence		£ 21.00
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64.	ANNUAL AUDIT PKF Littlejohn (the external auditor) have emailed to request further information regarding MJBC and to clarify sections in the AGAR.																																										

	The reply has been shared with Cllrs; the Clerk is to respond to further queries raised by PKF Littlejohn.
65.	BUSINESS PRIORITIES AND PROJECTS - WORK PLAN 2026 / 2027 65.1 <u>Floral Displays:-</u> New brackets have been put up for all the hanging baskets as they are heavier due to the watering system. The baskets have been delivered and put up. Damage was caused to the window of the Dry Cleaning Company when the brackets were being put up which meant the window has had to be replaced at the expense of the Council. Photos of the hanging baskets and planters are to be posted on social media. The Clerk is to obtain quotes for winter hanging baskets and planters. 65.2 <u>Clayhole Croft:-</u> Driftwood Construction is due to start work next month. 65.3 <u>BT Phone Box, Church Street:-</u> Order place with Colin Bennett to provide lock / padlock – the Clerk is to chase him again as he has yet to carry out the work. 65.4 <u>Malpas QR History Tour:-</u> Cllr Curry agreed to circulate the letters to the properties to request if they wish to take part in the scheme. 65.5 <u>CCTV Extension:-</u> Cllr Moore and the Clerk met with Barlows to discuss potential locations for the installation of CCTV cameras on Church Street and at the junction of Chester Road and High Street. The Clerk will make enquiries with Table at Eatons and Nisa regarding the possibility of attaching the equipment to their buildings. The meeting also included discussions about the potential installation of CCTV at the Recreation Ground and linking it to the Council's existing CCTV monitoring system. Cllr James Collins advised that the Recreation Ground Trustees are considering their own CCTV arrangements and will make independent decisions regarding any installation.
66.	PLANNING 66.1 <u>Planning Applications:-</u> 26/01673/FUL - Two storey side and rear extensions, replacement porch, installation of bay roofs, a replacement garage and ancillary works at The Firs Tilston Road Malpas Resolved:- The Council agreed to the support the application. Proposed by Cllr Moore and seconded by Cllr James Collins. 26/01782/FUL - Single and Two story extensions, erection of single storey side porch at White Farm Whitewood Lane Overton Malpas Resolved:- The Council agreed to the support the application. Proposed by Cllr Moore and seconded by Cllr James Collins. 66.2 <u>To consider any applications received after the agenda has been distributed:-</u> No new applications were raised. 66.3 <u>Recent decisions by CW&C:-</u> Approved:- 26/00820/LBC - St Oswalds Churchyard Church Street Malpas 26/00947/LBC - Lower Moss Farm Higher Wych Road Wigland
67.	NEIGHBOURHOOD PLAN STEERING GROUP (NPSG) Cllr Moore circulated the attached report regarding the review of the Neighbourhood Plan and the need to appoint a planning consultant to undertake the recommendations advised by CWaC. Cllrs noted that CWaC has paused work on its Local Plan and that a replacement is unlikely to be adopted for a further two to three years. It was therefore considered important to

	ensure that the Malpas Neighbourhood Plan remains up to date, including the identification of preferred development sites and housing numbers, to strengthen the Council's position when responding to large-scale planning applications. Cllr Moore advised that the revised Neighbourhood Plan would need to be presented to the Council at its September meeting for formal consideration. The Council discussed whether to proceed with the review of the Neighbourhood Plan in light of the consultant costs. Cllrs agreed that it was important for the Council to demonstrate that it was taking proactive steps to help safeguard the village from inappropriate large-scale development. Resolved: That the Council allocates a further £5,000 towards the review of the Neighbourhood Plan to enable the project to progress to the consultation stage. Proposed by Cllr Adam and seconded by Cllr James Collins.
68.	MONTHLY SURGERY Cllr Higgle attended the July surgery; no report was submitted.
69.	THE MOSSLAND Cllrs recalled that the tenant of part of The Mossland had requested that the pond installed by CWaC in 2025 as part of a biodiversity programme be drained, infilled and the drainage reinstated. Following a site meeting, two options were presented to the tenant for consideration. The tenant has now confirmed that they wish to proceed with Option 2, comprising the installation of fencing and/or hedging along the boundary of Plot 239 to improve security. This option will allow the pond to remain in situ whilst reducing public access to the area. The Clerk will obtain quotations for both fencing and hedging for the Council's formal consideration. Subject to approval of the preferred quotation, the works will be funded from The Mossland earmarked reserve.
70.	REMEMBRANCE SUNDAY The Clerk is to obtain quotes for the road closure required for Remembrance Sunday.
71.	HIGHWAYS (INCL SLOW DOWN FOR MALPAS / SPEEDWATCH) 71.1 <u>Speedwatch:-</u> No update. 71.2 <u>VAS on Old Hall Street:-</u> Both the Ward Cllr and the Clerk have again chased CWaC regarding the installation date for the VAS at Old Hall Street. 71.3 <u>Chester Road:-</u> The Clerk is to follow up the extension of the 30mph speed limit on Chester Road past the Bishop Heber High School.
72.	MALPAS JOINT BURIAL COMMITTEE (MJBC) Cllr D Parry reported that a further repayment had been made towards the Committee's loan. Cllrs also noted that the Malpas Joint Burial Committee is currently considering the works required to improve the chapel.
73.	EVENTS COMMITTEE The minutes of the Events Committee meeting had been circulated previously. The following updates were noted: (i) A risk assessment has been completed. (ii) Zurich Insurance has confirmed that the Village Fayre is covered under the Council's Public Liability Insurance, subject to the Council carrying out a suitable risk assessment, complying with relevant Health and Safety Executive guidance, ensuring volunteers are appropriately briefed, and confirming that all third-party suppliers hold their own Public Liability Insurance. (iii) CWaC has confirmed that:

	- the Council has the landowner's permission to hold the event; - no road closures or parade are proposed; - a market licence is not required; - a Temporary Event Notice (TEN) is required; and - copies of contractors' risk assessments, insurance certificates and relevant documentation for animals and inflatables must be retained. - the Temporary Event Notice has now been submitted to CWaC. (iv) Arrangements for a card reader remain ongoing. (v) The local Police Community Support Officer (PCSO) and neighbourhood policing team have been notified of the event. (vi) Enquiries are continuing regarding adverse weather insurance, as this is not covered under the Council's existing insurance policy. Cllr James Collins updated Members on the anticipated event costs, including security, inflatables and promotional banners. Hampton Vets have supplied rosettes for the dog show and have donated prizes. Resolved:-That the following expenditure be approved for the Summer Event: Security – £240.00 plus VAT Inflatables – £500.00 plus VAT Weetwood Brewery (beer and cider for resale) – £1,800.00 plus VAT Proposed by Cllr Moore and seconded by Cllr Adam.						
74.	STREET ORDERLY Cllrs considered a proposed task list for the Street Orderly. It was agreed that the initial work should focus on Tilston Road, including sweeping the pavements and loosening accumulated debris to enable CWaC’s road sweeper to remove it more effectively. Resolved:- That the Clerk places an order with Paul Smith, Handyman, to undertake two days' work at a cost of £200.00 per day, with the work to commence on Tilston Road. Cllr D. Parry will meet with Mr Smith to discuss the scope of the works. Proposed by Cllr Moore and seconded by Cllr Adam.						
75.	CLERK’S REPORT <table><tr><th>No.</th><th>Item</th><th>Update</th></tr><tr><td>75.1</td><td>The Mossland - Charity Commission</td><td>No further update from CCA (Cheshire Community Action). To follow up next month.</td></tr></table>	No.	Item	Update	75.1	The Mossland - Charity Commission	No further update from CCA (Cheshire Community Action). To follow up next month.
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76.	EXTERNAL CORRESPONDENCE List previously circulated to Cllrs.						
77.	UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES There was no consideration of this item.						
78.	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 Moore and seconded by Cllr Adam.						

The meeting closed at

8.40 p.m.

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