



Helsby Parish Council

7th December 2023

To: Members of the Environment Committee

You are hereby summoned to attend an Environment Committee meeting of Helsby Parish Council on Wednesday 13th December 2023 at 7pm in the parish office at Helsby Community Sports Club for transaction of the undermentioned business.

The press and public are welcome to attend. Reports referred to in this agenda are available in advance on request from the Clerk. The Clerk shall record the meeting for the purpose of assisting in taking minutes, following which the recording will then be deleted.

Yours sincerely,

Claire Jones, Clerk and Responsible Financial Officer

AGENDA

1. Public Participation. A period of up to 10 minutes for members of the public to ask questions or submit comments.
2. To note any apologies for absence. Apologies should be submitted to the Parish Clerk in advance of the meeting.
3. Declarations of Members' Interests. To receive declarations of personal, prejudicial and pecuniary interests from members relevant to items under discussion at the meeting.
4. Confirmation of Previous Minutes. To receive and confirm the minutes of the previous meeting held on 26th September 2023.
5. Clerk's report from the previous meeting not covered elsewhere in the agenda (for information only).
6. To discuss the Environment Committee budget for the year 2023/24 and for the forthcoming fiscal year 2024/25 as follows:

Budget Heading Code	Description	Budget 2023/24 £	Budget Spend to Date £	Predicted To 31/03/24 £	Business Plan Budget 2024/25 £
218	Bedding Plants	500	371.71	736.71	750
219	Village clock	0	0	0	300
220	Maltby Triangle	200	31	31	210
222	Christmas tree	2,700	0	2,625	2,757
223	Litter/dog/grit bins	400	0	0	400
224	Village awards	200	0	0	200
225	Ho Ho Traffic M'ment	1,100	0	1,050	1,155
226	Average speed cameras	5,000	0	0	5,000
227	Bridge lantern lights	1,000	457.69	617.69	1,000
228	Christmas illuminations	15,500	2,370.90	10,282.90	15,500
229	Sherwood Court land	500	834.50	1,628.50	525
230	Street Furniture/BT boxes	6,000	1,731.76	3,306.76	6,000
231	War memorial	0	0	0	0
TOTAL		33,100	5,797.56	20,278.56	33,797

All figures above exclude VAT.

Footnotes:

- i) Code 218 – includes overdue 2022 invoice from Singleton Nurseries for £365.
- ii) Code 219 – budget for any repair costs if required.
- iii) Code 220 – cost for hedge maintenance in 2024/25 is £33.
- iv) Code 222 – Mega contract costs for 2023/24 are £2,625 and in 2024/2025 £2,757. Charged extra for putting up star in 2023/24 (£324).
- v) Code 223 – Some grit and dog bins may potentially need to be replaced within the next few years.
- vi) Code 224 - not held in 2023.
- vii) Code 226 – Helsby may be eligible for PCC pilot project. Around £50,000 may be required in upfront costs. Consider moving further funds to earmarked reserves, including £5,000 from 2023/24 budget?
- viii) Code 228 – Very few new lights purchased in 2023/24. Could consider purchasing additional tree wrap lights and new lighting display for Maltby Triangle before end of financial year. AMR Technical contract costs in 2023/24 are £7,162 and 2024/25 are £7,269. Costs so far include electricity costs for 2022/23 and tree wrap dismantling work.
- ix) Code 229 – Will include any costs not in earmarked reserves for Sherwood Court project. Total cost of project £10,794.17 and £10,000 in earmarked reserves. Cost for hedge maintenance in 2024/25 is £154.
- x) Code 230 – could purchase 10 additional new planters in 2023/24 in time for summer planting season (around £4,250). Also new noticeboard for south ward.

Members are requested to consider whether to allocate any resources in earmarked reserves for additional village maintenance work in 2024/25 (e.g. sign cleaning, hedge cutting).

7. Miscellaneous matters

- 7.1 Planter locations and proposed new village planters – to consider any replacements in 2024.
- 7.2 Climate change working group report.
- 7.3 Sherwood Court landscaping project update.
- 7.4 Review of existing delegated functions as set out in the Standing Orders (see template drawn up by PCA Committee).

8. To discuss any urgent matters requiring immediate attention – for info only.

9. Date of next meeting – Monday 19th February 2024.

Core members of this committee: Cllrs. Nicklin, O’Neill, Branigan and Ellams.

Claire Jones – Parish Clerk - Email: parishclerk@helsbyparish.org.uk Phone: (01928) 726433