



# Helsby Parish Council

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6<sup>th</sup> June 2023

**To: All Members of Helsby Parish Council**

**You are hereby summoned to a meeting of Helsby Parish Council on Monday 12<sup>th</sup> June 2023 at 7.00pm in the upper hall at Helsby Methodist Church 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. Policing Update. To receive an update from PCSO and to raise any questions related to policing in Helsby.
5. Confirmation of Previous Minutes. To receive and confirm the minutes of the meeting of Helsby Parish Council held on 22<sup>nd</sup> May 2023.
6. Clerks' report from the previous meeting not covered elsewhere in the agenda (for information only).
7. Chair's Announcements (for information only).
8. To receive communications from Cheshire West and Chester Council and to consider reports and other matters relating to the principal authority.

9. Miscellaneous Matters

- 9.1 To give approval for Cllr. Atkinson to attend ChALC's Councillor Induction Course on 14<sup>th</sup> September at a cost of £25.
- 9.2 To consider renewal of the Council's membership with the Society of Local Council Clerks at a cost of £279.
- 9.3 To consider submission of a motion for discussion at ChALC's Annual Meeting on 12<sup>th</sup> October 2023.
- 9.4 To approve the purchase of compost and fertiliser pellets from Helsby VPA for the village planters and village signs (invoice due in October 2023).

10. Councillor surgery update.

11. Outside Body Reports - to receive any reports from representative members (for information only).

12. Planning

12.1 To consider the council's responses to the following planning applications:

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|---------------------|--|
| <b>23/01482/FUL</b> | Horns Mill Chester Road Helsby<br>Demolition of existing rear and side extensions, and construction of two storey side extension together with associated works<br><b>Awaiting response</b>                                      |
| <b>23/01542/FUL</b> | Blue Ridge 76 Old Chester Road Helsby<br>Demolition of existing garage and erection of single storey side extensions, rear orangery, front infill extension, porch, detached carport and outbuilding<br><b>Awaiting response</b> |
| <b>23/01646/FUL</b> | <b>Bella Vista Portland Place Helsby</b><br>Double hip to gable loft conversion with rear dormer, rooflights and dutch barn styled roof<br><b>Awaiting response</b>  |
| <b>23/01633/FUL</b> | <b>Teuthill Farm Tarvin Road Frodsham</b><br>Change of use to land for a dog training, exercising and walking site<br><b>Awaiting response</b>   |

12.2 To receive any planning notifications.

12.3 Frodsham Solar's Phase One Consultation - to note that a community information event will be held at Helsby Community Centre on Saturday 17<sup>th</sup> June (12– 4pm) and to consider a Council response to the consultation which ends on 13<sup>th</sup> July.

12.4 To receive any member reports – for information only.

### 13. Financial Matters

- 13.1 Bank Reconciliation for May 2023 – for inspection and approval (as attached).
- 13.2 To approve payments made and note receipts to the end of May (as attached).
- 13.3 Annual external audit – to note that the Annual Governance and Accountability Return (AGAR) 2022/23 Part 3 has been sent to PKF Littlejohn.
- 13.4 Annual internal audit – to give retrospective approval for the appointment of JDH Business Services Ltd as internal auditor for the 2022/23 end of year accounting period at a cost of £405 [payment made under Standing Order 26(a) Delegation to the Clerk].

14. To note the outstanding actions log.

### 15. Dates of the next Council meetings

19 <sup>th</sup> June	Finance Committee
3 <sup>rd</sup> July	Environment Committee
10 <sup>th</sup> July	Parish Council meeting