



Helsby Parish Council

8th October 2024

To: All Members of Helsby Parish Council

You are hereby summoned to a meeting of Helsby Parish Council on Monday 14th October 2024 at 7.00pm 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. Policing Update. To receive an update from the local Police Community Support Officer 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 9th September 2024.
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. Minutes of the Finance Committee meeting held on 23rd September 2024 (attached). Cllr. O'Neill will present the draft minutes. Council to consider the following recommendations:
 - 9.1 To open a new CCLA Public Sector Deposit Fund account and transfer an initial £25,000 from the Unity savings account into this new account;
 - 9.2 Cllrs. O'Neill, Nicklin, Temple and Ellams to act as signatories for the new CCLA account;
 - 9.3 To transfer £40,000 from the Co-op account to the Nationwide account and the remaining balance with the Co-op (£38,109.12) to the Unity savings account;
 - 9.4 To transfer all funds from the Monmouthshire account (£80,307.61) into the Unity account and then transfer £55,000 into the new CCLA Public Sector Deposit Fund account once set up;
 - 9.5 To close both the Co-op and Monmouthshire accounts;
 - 9.6 To amend the Investments Policy as follows: Section 3.5 insert 'minimum' credit rating and Section 4.3 reword from CCLA's Public Sector Deposit Fund to Unity's Instant Access Savings Account;
 - 9.7 To consider the proposed amendments to the 2023-28 Business Plan; and
 - 9.8 To adopt an Internal Control Policy.
10. Cllr. O'Neill will present the draft minutes of the Environment Committee meeting held on 30th September 2024 (attached).
11. Miscellaneous Matters
 - 11.1 To consider a donation of £325 to the British Legion for the 2024 Poppy Appeal (includes donations of £50 for the wreath and £75 for 25 lamppost poppies) and to organise a working party to erect the poppies.
 - 11.2 Update on the future of the guide hut.
 - 11.3 Average speed camera project update.
 - 11.4 To consider a payment of £68.38 to the Council's webhosting service (NetNerd) for another 12 months (payment made under Standing Order 16(b) Delegation to the Responsible Financial Officer).
 - 11.5 To consider a payment of £1,332 to DTM Legal LLP for legal work carried out to date on a revised lease with the Helsby Village Produce Association.
 - 11.6 Update from the Communications Working Group.
12. Councillor surgery update.
13. Outside Body Reports - to receive any reports from representative members (for information only).
14. Allotment tenancies – to receive any new applications.
15. Planning
 - 15.1 To note/consider the council's responses to the following planning applications and any other applications that may be distributed in advance of the meeting:

24/02610/S73 136B Chester Road Helsby
Erection of a 4-bedroom dwelling - variation of condition 2
(drawings) of application 22/01482/FUL
Awaiting comments

24/02792/FUL 201 Chester Road Helsby
Extension to the side of restaurant (retrospective - Ref:
24/00121/EOPDEV)
Awaiting comments

- 15.2 To note the planning notification report (as attached).
- 15.3 To consider a response to CW&C's Housing Strategy 2025-2035 Consultation.
- 15.4 To note the list of live pending enforcement cases in the Helsby parish area.
- 15.5 To receive any member reports – for information only.

16. Financial Matters

- 16.1 Bank Reconciliation for September 2024 – for inspection and approval (as attached).
- 16.2 To approve payments made and note receipts to the end of September (as attached).

17. To note the outstanding actions log.

18. Dates of the next Council meetings

28 th October	Parks, Cemetery and Allotments Committee
11 th November	Full Council meeting