



Helsby Parish Council

Minutes of the Environment Committee meeting held at 7.00pm in the Parish Office at Helsby Community Sports Club on Monday 19th February 2024

Present:

Cllr. Terry O'Neill (Chair)
Cllr. Mike Branigan
Cllr. Rob Nicklin
Cllr. Chris Ellams

Also present:

Claire Jones Parish Clerk

1. Public Participation – No matters were brought to the Committee's attention.
2. No apologies were noted.
3. Declarations of Members' Interests. None were reported.
4. Confirmation of Previous Minutes. It was **RESOLVED** that the minutes of the Environment Committee meeting held on 13th December 2023 were accepted as accurate and were duly signed by the Chair – **E01/24**.
5. Clerk's report – the following was noted:
 - Following the installation of LED lights at Helsby Community Centre, a meeting had been requested with CW&C Property and Library Services to discuss any future maintenance plans at the centre;
 - The Clerk had contacted the Office of the Police and Crime Commissioner to confirm the council had agreed to take forward the average speed camera pilot. Some concern was expressed about any potential impact of the forthcoming PCC elections on the scheme. The Clerk agreed to raise this with a PCC representative;
 - Cllr. Copeman to be requested to write an article on the Climate Change Working Group for a future edition of Helsby News;
 - Helsby Garden Services had been instructed to carry out some loose tile repairs to the roof of the council's brick bus shelter on Chester Road; and
 - The Clerk agreed to investigate how long the council would have access to the S106 public arts funding.
6. The Environment Committee budget for the year 2023/24 and for the forthcoming fiscal year 2024/25 was discussed as follows:

Budget Heading Code	Description	Budget 2023/24 £	Budget Spend to Date £	Predicted To 31/03/24 £	Final Budget 2024/25 £
218	Bedding Plants	500	838	838	750
219	Village clock	0	0	0	0
220	Maltby Triangle	200	31	31	210
222	Christmas tree	2,700	2,949	2,949	2,757
223	Litter/dog/grit bins	400	0	0	400
224	Village awards	200	0	0	0
225	Ho Ho Traffic M'ment	1,100	1,050	1,050	1,155
226	Average speed cameras	5,000	5,000	5,000	0
227	Bridge lantern lights	1,000	742	1,000	1,000
228	Christmas illuminations	15,500	9,533	10,233	20,000
229	Sherwood Court land	500	1,167	1,961	525
230	Street Furniture/BT boxes	6,000	1,732	6,095	4,000
231	War memorial	0	0	0	0
TOTAL		33,100	23,042	29,157	30,797

All figures above exclude VAT and are rounded to the nearest £1.

The following was also noted:

- i) Code 218 – includes overdue 2022 invoice from Singleton Nurseries for £365.
- ii) Code 219 – clock has stopped working. Consider scheduling an engineer to carry out an annual service (see Item 7.4).
- iii) Code 222 – includes an additional cost to erect the star.
- iv) Code 226 – Funds moved into earmarked reserves (Code 519 – total £50,000).
- v) Code 228 – Consider additional tree wrap lights and new lighting display for Maltby Triangle for Christmas 2024. To add electricity costs (around £700) if bill received before end of financial year.
- vi) Code 229 – To add any costs for Sherwood Court landscaping project over £10,000. Earmarked monies allocated under Code 503 for Sherwood Court. Quote for £10,794 but expected to be some minor add on costs.
- vii) Code 230 – quote for 10 additional new planters is £4,363. Also add costs of new wall-mounted noticeboard for south ward and 'Lest We Forget' bench seat (to be purchased).
- viii) Also earmarked reserves of £10,000 for Helsby Community Centre maintenance (Code 520) and £5,363 for CIL payments (Code 505).

7. Miscellaneous matters

- 7.1. It was noted that the Sherwood Court landscaping project had now largely been completed, except for the work to the pavilion which would be carried out in warmer, drier weather. The Clerk agreed to request an additional barrier adjacent to Lower Robin Hood Lane. It was agreed that she would also query several additional costs that had been included on the invoice.

- 7.2. It was **RESOLVED to purchase an additional 25 lamppost poppies for Remembrance Day at a cost of £75 – E02/24.**
- 7.3. The Clerk agreed to contact Helsby Garden Services for their assistance with lighting the beacon on Helsby Hill on 6th June as part of the D-Day 80 commemorations. Members were requested to assist during the evening.
- 7.4. It was noted that the village clock above the Junoon restaurant was not working. Given the high quote to service and repair it (potentially over £1,000), it was agreed not to appoint an engineer to undertake any work.
- 7.5. It was noted that the quote from Amberol to replace the remaining 10 green village planters was £4,363.
- 7.6. Various options for new Christmas lighting for the next festive season were considered. The Clerk agreed to liaise with the council’s Christmas lighting engineer for advice. If possible, it was agreed that some lights could be purchased before the end of the financial year.
- 7.7. Cllr. Nicklin presented a draft of the proposed delegated functions of the Environment Committee for inclusion in the Standing Orders. The following was agreed/noted:
 - To delete references to any external body reports as these were covered at Full Council meetings;
 - Item 1 - remove management of the village clock and reword ‘unsponsored’ planters to ‘unadopted’ planters;
 - Delete Item 2 which referred to the CCTV policy and Neighbourhood Plan;
 - Item 4 – also refer to data from average speed cameras;
 - Items 5, 6 and 7 – remove any references to ‘ensure’ and replace with ‘to report any issues to relevant bodies’;
 - Item 6 – remove second sentence; and
 - Item 8 – add benches.

It was **RESOLVED to recommend to Full Council to formally adopt the revised Environment Committee Section of the Standing Orders subject to the amendments above – E03/24.** Cllr. Nicklin agreed to circulate a revised version.
- 7.8. Two potential dates were offered for the next meeting of the Climate Change Working Group (7th or 14th March). The Clerk agreed to liaise with Cllr. Copeman and then send out an invite to all group members.
- 7.9. To receive member’s reports – members agreed for the Clerk to order the ‘Lest We Forget’ bench seat and to contact the vicar at St. Pauls Church about siting it in the proposed new memorial garden.

- 8. No relevant liaison committee and/or emission monitoring reports were discussed.
- 9. No urgent matters were raised.
- 10. Date of the next meeting – to be confirmed.

The meeting closed at 8.04pm

Chair’s signature Dated.....