



Helsby Parish Council

Minutes of the meeting of Helsby Parish Council held in the Upper Hall at Helsby Methodist Church at 7.00pm on Monday 14th November 2022

Present:

Cllr. Peter Duffy – Chair

Cllr. Terry O’Neill

Cllr. Sarah Temple

Cllr. Alan Gardner

Cllr. Patricia Holder

Cllr. Margaret Marsh

Cllr. Rob Nicklin

Cllr. Chris Ellams

Claire Jones, Parish Clerk

In attendance:

Cllr. Paul Bowers, Cheshire West and Chester Council

Marj Thoburn representing Helsby News

Nicola Brown, Helsby Methodist Church

Sean Parry, Police Community Support Officer

3 members of the public

1. Public Participation. A member of the public spoke to object to Planning Application 22/03258/OUT (High View, Sandy Lane, Helsby). It was outlined that 23 residents adjacent to the proposed development had made objections and had raised their concerns with Mike Amesbury, MP. Objections were based on material considerations such as visual amenity, loss of privacy and detrimental impact to Helsby Hill as well as on some apparent discrepancies around the boundary lines of the property. Cllr. Bowers agreed to liaise with residents on the application. Nicola Brown introduced herself as the new Community Worker for Helsby Methodist Church. She outlined some of the community initiatives being promoted by the church, expressed a willingness to work in collaboration with the parish council and requested the council to consider compiling a list of local buildings available through the Warm Spaces scheme.
2. Apologies were noted from Cllr. Branigan. Cllr. Stephen Garrity did not attend.
3. Co-option of Parish Councillor. Graham Stothard did not attend the meeting so his co-option was not considered and was postponed until the December meeting.
4. Cllr. O’Neill declared non-pecuniary interests in matters relating to Helsby Community Sports Club (Item 16) and Cheshire Association of Local Councils (Item 17).
5. Policing Update – Members noted a report as circulated by PCSO Parry prior to the meeting. PCSO Parry outlined that he had been asked why Chester Road had not been closed during the recent Remembrance Day service. It was noted that Cheshire Constabulary had not taken part in any road closures this year due to limited resources and members felt that the wreath-laying service was not impacted detrimentally by any traffic noise. Cllr. Ellams

agreed to forward data from the latest speed surveys. PCSO Parry urged councillors to report any issues both directly to him and through Residents Voice.

6. It was **RESOLVED that the minutes of the meeting of Helsby Parish Council held on 10th October 2022 be accepted as accurate and duly signed by the Chairman – HPC202/22.**
7. Clerk's Report – Under Item 13.1, the Clerk outlined that the access control system had been installed at the parish office and key fobs had been distributed to members. It was noted under Item 14.5 that Hilldale had now completed the urgent tree survey work and an invoice for £1,200 had been received. Under Item 14.7, it was outlined that the Christmas lights had been installed and would be lit on 18th November, the bridge lighting LED project had been completed and the Christmas tree would be delivered shortly. Members were invited to steward at the Ho Ho Helsby event on 3rd December. Under Item 23.5, it was noted that a letter had been drafted to ChALC in relation to a number of issues the Council was having with CW&C and it was currently with the Chairman for comment.
8. Chairman's Announcements – The Chairman thanked Cllrs. Branigan and Ellams for their help in putting up the poppies and soldier for Remembrance Sunday. It was noted that the wicker soldier had not been installed as its supporting pole had been lost. The Clerk agreed to source a replacement before next year's remembrance service. Cllrs. Duffy, Nicklin and Ellams agreed to take down the remembrance poppies. It was agreed to order additional supplies of poppies for next year. The Chairman congratulated the Clerk on the completion of the CiLCA qualification.
9. Cheshire West and Chester Council matters – Cllr. Bowers noted that three tenders had been received for the design and build work at Old Chester Road and the contract would be awarded shortly. It was noted that a plan had been approved for the wall repairs at Rake Cottage and a schedule of works was in the process of being prepared. Cllr. Bowers agreed to make further enquiries following complaints made to the council about piling noise and dust from the Honeywell development. It was noted that the defibrillator grant application could not progress in the short term because of purdah restrictions for the Chester by-election.
10. Cllr. Temple presented the minutes of the Parks, Cemetery and Allotments Committee meeting held on 24th October. The following was noted/agreed:
 - 10.1 It was **RESOLVED to write to allotment tenants each Spring to notify them that the annual inspection regime was due to re-commence – HPC203/22;**
 - 10.2 It was **RESOLVED to purchase a park inspection app and training package with CloudyIT at a set-up/training cost of £112.50 and then an annual subscription fee of £120.00 plus VAT – HPC204/22;**
 - 10.3 It was **RESOLVED to source quotes to carry out any remaining advisory work in Hilldale's tree survey report – HPC205/22.** Cllr. Temple suggested adding the following to the list of works: tidying an overgrown buddleia on the parish field and trimming some overgrown vegetation on the path between Lionheart Close and the play area;
 - 10.4 The contents of the health and safety inspections carried out at both allotment sites and the cemetery were noted;

- 10.5 It was outlined that following the results of the health and safety inspection at the cemetery, the Committee had recommended to Full Council to ask Hilldale to quote for the removal of the ivy from the cemetery garage roof. However, having taken advice from the general maintenance contractor, it was noted that the ivy had penetrated the roof into the garage itself and was letting in water. It was also outlined that specialist advice might be required given that the roof contained asbestos. It was therefore **RESOLVED to seek the advice from an asbestos roofing specialist before taking any further action – HPC206/22**. Cllr. Temple agreed to forward the details of a potential contractor.
- 10.6 It was **RESOLVED to remove the protruding plinth at the cemetery entrance and to drill holes into the ground with tubing to accommodate the bolts – HPC207/22**.

11. Miscellaneous Matters

- 11.1 It was noted that a full transcript of the results of the recent questionnaire had been circulated to members. The Clerk outlined that a total of 202 responses (out of 2750 circulated) had been received. She thanked Cllrs. Nicklin and Marsh for their help in inputting the paper copies into Survey Monkey. It was proposed to produce a summary report for wider circulation in due course. Cllrs. Duffy, Ellams, Nicklin, Marsh and O'Neill agreed to form a working group to produce the report along with recommendations on any key priorities.
- 11.2 It was **RESOLVED to give retrospective approval for the following expenditure for Christmas lighting (payments made under Standing Order 26(a) Delegation to the Clerk) – 6 brackets at £180 inc; 10 sets of replacement lights for tree wraps at £490 inc; gear for new lighting column (no.62) at £459 exc. – HPC208/22**. It was also **RESOLVED to give approval for the following additional expenditure – 10 additional sets of replacement lights for tree wraps at £490 inc. and 3 new/replacement banners at a cost of £1,754 exc. – HPC209/22**. It was noted that additional quotes would not be necessary as LITE was the only manufacturer of the specific banners required.
- 11.3 NALC's report on the 2022/23 National Salary Award was noted.
- 11.4 It was **RESOLVED to purchase the Local Council Clerk's Guide by Paul Clayden (2010) at a cost of £32.05 and the latest copy of Arnold-Baker on Local Council Administration (2022) at a cost of £131.99 – HPC210/22**.
- 11.5 Members considered a request from the Commonwealth War Graves Commission to install a Gallipoli Marker for casualty E B Dixon in Helsby Public Cemetery. It was **RESOLVED for the Clerk to attempt to contact the private grave owner before granting permission – HPC211/22**. In this context, it was agreed to erect a notice on the grave for 12 months asking the grave owner to contact the council. The Clerk agreed to respond to the War Graves permission to notify them that a decision would be deferred for up to a year whilst attempts were made to contact the family.
- 11.6 It was **RESOLVED to offer the surplus four green planters to local organisations such as the schools and youth groups – HPC212/22**. Cllr. Duffy agreed to contact Horns Mill School in this respect and Cllr. Nicklin agreed to contact The Windings.
- 11.7 It was outlined that the council's first Community Infrastructure Levy (CIL) payment had been processed and the conditions attached to any expenditure were noted.

12. It was noted that no members of the public had attended the councillor surgery held on 5th November. Cllr. Bowers was in attendance and confirmed that he had approved the council's grant application for the defibrillator in the phone kiosk on Chester Road. Note: the next surgery will be held on 3rd December in the parish office. Cllrs. Duffy and Nicklin to attend. Cllr. Nicklin agreed to circulate details about the surgery on Facebook nearer the time.
13. Protos – Cllr. Temple outlined that a Community Forum meeting had been held on 12th October and the minutes and associated reports had been circulated. Members noted that a separate liaison group had been set up by the construction group developing the Energy from Waste facility. It was noted that Cllr. O'Neill had attended the inaugural meeting on 9th November and notes had been circulated. Cllr. O'Neill outlined that the developers had secured planning permission for 111 vehicle movements a day. Cllr. Temple outlined that the next meeting of the Community Benefit Fund would be held on 7th December and the next Community Forum would be held on 18th January.
14. Helsby Community Association – Cllr. Duffy outlined that Cllr. Branigan had recently organised an energy efficiency survey at the community centre which had outlined that significant savings could be made following the installation of LED lighting. Cllr. Bowers agreed to liaise with officers at CW&C to discuss the possibility of progressing such a project. It was noted that Helsby Community Association had requested the council to contact the Scouts following complaints from users of the centre about them using the community centre's car park. Cllr. Duffy agreed to speak to the Scouts in this respect.
15. Cycle North Cheshire – It was outlined that the AGM had been held on 8th November. Cllr. Temple agreed to circulate the Chairman's report. It was noted that Sustrans had held a meeting on 11th November with various stakeholders to discuss a feasibility study on various local cycle routes including one from the Hornsmill pub through to Helsby High School. Cllr. Temple outlined that officers from CW&C had agreed to look at the project in more detail but had expressed some reluctance to support any associated maintenance costs once constructed. Cllr. Temple agreed to circulate some further information.
16. Helsby Community Sports Club – Cllr. O'Neill outlined that the club were making some amendments to their financial procedures as a result of their transfer to a Community Amateur Sports Club. It was also outlined that they were looking to expand their premises licence to cover the entire site.
17. Cheshire Association of Local Councils – Cllr. O'Neill outlined that ChALC's AGM had been held on 27th October. It was also outlined that he had attended a Cheshire and Warrington Sustainable and Inclusive Growth Commission meeting where various sustainability targets had been discussed. It was noted that a summary of the meeting had been circulated. Cllr. O'Neill also summarised a recent Local Enterprise Partnership meeting he had attended.
18. Transport and Wind Farm Matters – It was noted that Cllr. Ellams had previously circulated updates from the North Cheshire Rail Users Group, Avanti West Coast and the Liverpool John Lennon Airport Consultative Committee. It was outlined that the windfarm fund had recently held a '60 seconds award' funding initiative. Members noted that next meeting of the Liverpool Airport Consultative Committee would be held on 18th November.

19. Planning

19.1 The following planning applications were duly noted:

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|---------------------|--|
| 22/00823/FUL | Hillside Lodge Hill Road North Helsby
Erection of summer room/store (location change)
Neither objects or supports - still unclear on location |
| 22/03259/OUT | 12 Homeway Helsby
Erection of one detached dwelling within the garden plot of 12 Homeway with associated car parking spaces for both properties
Objections based on backland development and parking |
| 22/03258/OUT | High View Sandy Lane Helsby
Erection of a detached dwelling
Neither objects or supports – ref. to HNP Backland development |
| 22/03499/FUL | 13 Homeway Helsby
Single storey side extension
No objections |

19.2 Frodsham Neighbourhood Plan – it was noted that a draft plan was open for consultation. It was agreed that the Clerk would respond to thank Frodsham Town Council for consulting the council and that we had noted its contents but would not be making any comments.

19.3 Planning notifications – a decision by the Planning Inspectorate was noted in relation to the following application: APP/A0665/W/22/3301166: Llomond Crescent Drive.

19.4 Mere's Edge Masterplan – no updates were received.

19.5 Member reports – It was noted that Cllr. Ellams had circulated a link in relation to CW&C's proposed local listing project. It was outlined that he had attended a meeting with officers from CW&C but remained unclear how property would be designated. Cllr. Ellams agreed to compile a list of questions for CW&C about the process.

20. Financial Matters

20.1 It was **RESOLVED** that the bank reconciliation sheet detailing **£266,970.49 held in balances as at 31st October 2022 be accepted as accurate – HPC213/22.**

20.2 It was **RESOLVED** that the following payments totalling **£5,030.55 paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for October be approved and duly noted – HPC214/22.** The following receipts totalling £3,862.55 were also noted:

Payments

BT	Line rental	£81.71
Water Plus	Water - community centre	£29.31
Scottish Power	Electricity - community centre	£373.02

Claire Jones	Expenses	£126.99
Helsby Garden Serv.	General maintenance	£1,140.20
Npower	Bridge lighting	£157.40
Helsby Methodist Church	Room hire	£153.00
Countrywide GM	Grass cutting	£480.00
Siemens Fin Services	Photocopier lease	£147.81
HMRC	Tax and NI contributions Oct 22	£468.38
Staff salaries	Oct 22	£1,425.54
NEST	Pension contribution Oct 22	£447.19

Receipts

Various	Allotment fees	£115.50
Co-operative Bank	Interest on savings	£87.50
J C Clarke	Burial fees	£960.00
CW&C	CIL Payment	£2,681.54
Natwest	Interest Oct 22	£18.01

21. The dates of the next Council meetings were noted as follows:

21 st November	Standing Orders Committee
28 th November	Human Resources Committee
12 th December	Parish Council meeting
14 th December	Budget meetings

The meeting closed at 9.00pm

Chairman's signature..... Dated.....