

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 8th January 2018 in Hillside Primary School

Present:

Cllr. George Randles – Chairman
Cllr. Sam Johnson
Cllr. Alan McKie
Cllr. Patricia Holder

Cllr. Peter Duffy
Cllr. John Kimpton
Cllr. Alan Gardner

Cllr. Terry O’Neill
Cllr. Polly Barry
Cllr. Sarah Temple

In attendance:

Mrs Marj Thoburn – Helsby News Mr David Temple – resident

1. Public Air Time. Proposed by Cllr. Gardner, seconded by Cllr. Duffy and **RESOLVED – that the meeting be suspended for public participation – HPC01/18.** There being no matters brought to the Council’s attention it was proposed by Cllr. Duffy, seconded by Cllr. Johnson and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC02/18.**
2. Apologies were received and accepted from Cllrs. Ellams, Hulse and MacPherson.
3. Declarations of interest. Cllrs. Randles, O’Neill and McKie declared non-pecuniary interest in Item 16 as Executive members of Helsby Community Sports Club.
3.1 Co-option of Central Ward Councillor – no applications received.
4. Police Matters
4.1 PCSOs Koczyk’s report as follows:
 - Driver Engagement Day held on 16th Dec 17. 12 vehicles captured exceeded the limit with 43mph being the highest recorded. All were dealt with accordingly. No motorists were caught using a mobile phone, under the influence or not wearing a seat belt. Another Driver Engagement Day would be held in February;
 - Bike Marking event will be held at Helsby High School Bus Park 9am – 12pm on Sunday 28th Jan;
 - Parking. PCSO continues to deal with parking complaints as and when they come in;
 - Van parked on Vicarage Lane – PCSO was now in touch with the owner who was waiting for a new clutch before it could be driven away;
 - Helsby had been tranquil over the festive period;
 - 101 – asked that residents be reminded to report any issues, that were not immediate, to 101 or email.
 - Local Beat Meetings for January. 11am on 17th in Helsby Library. 3pm on 27th in JTO Tea Rooms and 2pm on 29th in Tesco. PCSO trialling Tesco as a new venue to see if he can capture any issues from residents.
- 4.2 Speed Indicator Device – Cllr. Gardner reported that the device was at the bottom of Vicarage Lane the morning of the 8th Jan.
5. Minutes of the previous meeting. Proposed by Cllr. Kimpton, seconded by Cllr. O’Neill and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 11th Dec 2017 be accepted as an accurate record and duly signed by the Chairman – HPC03/18.**

6. Matters arising from the previous meeting
 - 6.1 Eccies. The Parish Council's solicitor had written to Walkerbar and awaited a response – duly noted.
 - 6.2 Erection of 23 affordable dwellings junction of Chester Road / Proffits. Councillors met with Nial Casselden (Planning Team Manager) on 19th December and discussed the wording of the condition relating to allocation of the affordable housing. CWaC planners have to approve a scheme detailing allocation (which needs to involve Helsby Parish Council), and other matters, before the developer can discharge the condition and start work. A position paper with suggested wording for the scheme to ensure it benefitted Helsby and not the wider CWaC area was sent to Nial before the meeting and notes were circulated afterwards. However, Nial was unaware CWaC Planning had already received a proposed allocation scheme from the developer/CWaC Housing Policy Officer, which Catherine Reay sent to HPC later on 19th Dec. Cllr. Temple considered the proposed scheme was unacceptable and had drafted a proposed course of action. Much discussion ensued.

Of particular concern was that CWaC proposed allocation policy was in the 1st instance anyone connected to Helsby that matched the criteria, in the 2nd instance (if within 10 weeks of the vacancy arising no applicant qualifies) persons will be considered if they have a strong connection to CWaC area and, in the 3rd instance (if within 12 weeks of the vacancy arising no applicant qualifies) person(s) who in the opinion of CWaC have a need for such accommodation.

Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – to write to CWaC Planners to inform them that Helsby Parish Council did not agree with the proposal suggested by CWaC's Housing Policy Officer re cascading allocation of affordable housing at the Proffits Lane site beyond the boundary of Helsby Ward/Parish and to ask for a meeting with the Housing Officer and Planning Team Manager to discuss the aforementioned – HPC04/18.**
 - 6.3 Ho Ho Helsby – the Parish Clerk apologised for the error in reporting to the November meeting of the Parish Council that Ho Ho Helsby motifs would be paid for by Heat Trace – this was not so. Ho Ho Helsby Working Group would be paying for the items – duly noted.
 - 6.4 Towers Lane Traveller Site – awaiting information from Rob Charnley re court date.
 - 6.5 Bridge over Old Chester Road – road closure. Cllr. McKie had no progress to report however he was endeavouring to arrange a meeting with Cholmondeley Estates (the bridge owners) and Planners to advance the planning application for the replacement bridge. Proposed by Cllr. Randles, seconded by Cllr. McKie and **RESOLVED – that the Parish Council invite representatives from Cholmondeley Estates and CWaC Planning to a meeting in Helsby with the aim of making headway with the planning application to enable the replacement bridge work to commence – HPC05/18.**
7. Minutes of the Health & Safety Committee meeting held on 13th Dec 17. Cllr. Gardner presented the minutes the contents of which were duly noted.
8. Minutes of the Human Resources Committee meeting held on 13th Dec 17. Cllr. O'Neill presented the minutes the contents of which were duly noted.

9. Minutes of the Environment Committee meeting held on 13th Dec 17. Cllr. O'Neill presented the minutes and the following recommendations:
- 9.1 TruCam – lazer device for detecting vehicle speed. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED – that the Parish Council, in accordance with s.31 of the Local Government & Ratings Act 1997, purchase a TruCam costing £7,198.80 incl VAT (to be paid for out of the New Homes Bonus Reserve) and to pay the annual calibration fee of £249 + VAT (to be paid for out of the Parish Council's budget) throughout the life of the device – HPC06/18.**
- 9.2 Ho Ho Helsby Working Group. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED – that members of the Ho Ho Working Group be invited to attend a meeting with Cllrs. Hulse, O'Neill and the Parish Clerk to discuss Ho Ho Helsby financial position (bank accounts and all monies held by them) with the purpose of seeking transparency and a formal structure to ensure that the groups' financial activities accord with the Accounts and Audit Regulations for Town & Parish Councils – HPC07/18.**
10. Minutes of the Parks, Cemetery & Allotments Committee meeting held on 13th Dec 17. Cllr. Temple presented the minutes that included the following recommendation:
- 10.1 Soft Safety Surface. Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – that a new budget headed 226R be created entitled 'Soft Safety Surface' with the aim to place £8,000 per annum over the next 5 years (commencing in 2018/19) to create a specified reserve to accumulate an amount required to replace every soft surface in the Children's Park Helsby – HPC08/18.**
11. Minutes of the Finance Committee meeting held on 2nd Jan 18. Cllr. O'Neill presented the minutes that included the following recommendations:
- 11.1 Committee budgets 2018-19:
- i) Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED – 1) to take £8,000 out of the New Homes Bonus Reserve fund (currently standing at £11,003) and to place said £8,000 into a new specified reserve Budget Heading 226R entitled 'Soft Safety Surface'; 2) to place £8,000 into specified reserve 226R per annum commencing in 2019-20 until required to replace all soft surface in the Children's Play Area – HPC09/18.**
- ii) The Helsby Grant Show had run its course and reached a natural end given the low number of applicants in the last 2 years. New Community Benefit Funds had opened up i.e. Frodsham Wind Farm and Protos £125,000 & £30,000 per annum respectively. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED – that the Parish Council terminate the annual Helsby Grant Show thus saving £4,000 per annum – HPC10/18.**
- iii) Budget calculations for 2018-19 £113,234 income and £113,234 expenditure - duly noted.
- 11.2 Precept request. Concern was raised about the 9.02% rise caused mainly by the steep drop in expected income. Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED 1) that the Parish Council submit a precept request to Cheshire West and Chester Council for £96,975 based on budget calculations for the ensuing fiscal year 2018/19 (as now attached to the minutes of the Finance Committee meeting dated 2nd Jan 2018 along with the justification of the precept request) and taking into account the £2,059 Council Tax Support Grant – HPC11/18; 2) to include the following wording in the 'Justification of the Precept Request' –**

1st para:

Based on a precept amount of £96,675, a Band D property will pay £49.32 which is an annual rise of £4.08 (0.08p per week) that equates to 9.02% on 2017-18

Receipts para (include the following in the text):

Overall, receipts have decreased by £8,579 on 2017-18.

- HPC12/18.

11.3 Clerk's mobile phone use. Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED – that the Parish Council, in accordance with s.111 of LGA 1972, approve the Clerk's invoice for use of her personal mobile phone for business use from 1st Jan – 31st Dec 17 – HPC13/18.**

12. Burial grants – no applications received.

13. Councillor's Surgery held 6th January 2018. Cllrs. Randles, Ellams & Kimpton attended along with PCSO Kopczyk when the following was discussed: -

Latham Avenue resident:

- Towers Lane Traveller Site – still awaiting a response re court date;
- Churning of grass verge caused by HGV. Resident reported that he could erect barrier scheme provided it was recommended by the Parish Council and paid for by residents;
- Proposed erection of footpath leading from Lay-by to by Horns Mill Primary School. This was subject to funding. Horns Mill Pre-School were looking at applying to Frodsham Wind Farm Community Benefit Fund.

Spokesperson for Lincoln Court Residents Association:

- Thanked the Parish Council for the good work in 2017;
- Arranging meeting with Localities Team for help completing grant application for controlled crossing outside Lincoln Court;
- Very positive about keeping the monthly 'Councillor Surgeries'

Bates Lane resident

- Trees on Queens Drive grass verge required cutting back especially around the Speed Indicator Device.

Notes to the above

Cllr. McKie stressed the importance of communicating to residents that money was available to local groups through the Community Benefit Funds of Frodsham Wind Farm and Protos. He understood that people could be put-off by the application process but help could be provided by Sarah Dobbins of CWaC Localities Team. Cllr. Temple reported that Protos was a less formal application process and could be less daunting for applicants.

14. Cheshire West and Chester Council

14.1 Cllr. McKie reported that the Executive Committee had passed the removal of the pay-cap for its employees and to increase funding for Children's Services.

14.2 Low Emissions Strategy – Cllr. Temple reported that the closing date was 12th Jan 18. One of the proposals was to enforce 20mph, in the Cheshire West and Chester area, to reduce emissions. Many roads in Helsby were already 20mph and this was unpopular with residents. Proposed by Cllr. Temple, seconded by Cllr. O'Neill and **RESOLVED – that Cllr. Temple be granted approval to submit a response, on behalf of Helsby Parish Council, to object to the 20mph element of the CWaC Low Emissions Strategy – HPC14/18.**

- 14.3 Local Plan Part 2 – comments due in before 29th Jan 18. The proposal for affordable housing had nothing in there about a wider cascade. Proposed by Cllr. Temple, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council respond to Local Plan Part 2 to support the definition of affordable housing allocation, as put forward in the Local Plan, but to object to a wider cascade arrangement – HPC15/18.**
- 14.4 Leisure Review Report. Proposed by Cllr. O’Neill, seconded by Cllr. Johnson and **RESOLVED – to write to CWaC asking for the results of the Leisure & Facilities Review Report for the Helsby & Frodsham area – HPC16/18.**
- 14.5 Parking Review Report. Proposed by Cllr. O’Neill, seconded by Cllr. Barry and **RESOLVED – to write to CWaC asking for the Parking Review Report and recommendations (if any) for Helsby & Frodsham – HPC17/18.**
15. The Marshes Community Benefit Fund – next round of funding closes soon.
16. Frodsham Wind Farm – next meeting at 6pm on Friday 12th January in Castle Park. Cllr. McKie and Cllr. Barry attending.
17. Helsby Community Sports Club. Half Marathon organised for Sunday 21st Jan 18.
18. Helsby Community Association – no matters reported.
19. Weaver & Sandstone Cycle Forum. The minutes of the previous meeting held on 14th Dec 17 were duly noted. The next meeting would take place on 10th Jan 18.
20. Protos
- 20.1 Cllr. Temple reported that the Protos Community Benefit Fund was now formally open to groups within Helsby. A total of £30,000 was available for 2018 and individual projects would be funded up to a maximum of £4,000 per applicant. Information on how to apply was available on the Protos Community Forum website at <http://thisisprotos.com/community/> Cllr. Temple had requested that the Secretary of the Community Forum clarify some details e.g. timing of applications and decisions (timing deadlines and timings still to be advised), but Councillors were encouraged to spread the word about this new funding opportunity.
- 20.2 The next routine meeting of the Community Forum was 17th January 18. Cllr. Temple was unable to attend due to work committeemen’s. Cllr. O’Neill kindly agreed to attend.
- 20.3 IGas presentation to the Protos meeting held on 22 11 17. Cllr. Temple had circulated info received from IGas after their presentation to Protos Community Forum on 22nd November 2017, including the link to the scoping report, presentation deck used at the meeting and feedback from the Ince-Elton consultation event. The previous Parish Council minutes invited residents to request a copy by contacting the Parish Clerk – this was working well as the Clerk was receiving steady requests.
21. Ho Ho Helsby – Cllr. O’Neill reported that the main Christmas event would take place on Saturday, 1st Dec 18.
22. Miscellaneous Matters
- 22.1 Cllrs. Gardner and Randles kindly judged the ‘Best Christmas Illuminations’ for business premises. The winners were as follows: -
- 1st The Old Bank Tea Rooms
 - 2nd Headlines Hair Studio
 - 3rd Helsby Post Office

23. Transport Matters – Cllr. Ellams sent in a full report briefly as follows: -

- Work continues on the refurbishment of the Silver Jubilee Bridge (old Runcorn Bridge);
- Work continues on the Halton curve for its December 2018 opening;
- For this year regarding the state of ‘British Railways’ three in five of all rail journeys were operated by foreign owned services;

Liverpool John Lennon Airport

- In 2017 some 4.95m passengers used the Airport with over 125,000 more passengers an increase of almost 3% compared to 2016;
- Easy-Jet launches three new services from Liverpool to Dalaman in Turkey, Palermo in Sicily and Pula in Croatia;

24. Cheshire Association of Local Councils

24.1 Training Calendar 2018 – Councillors were asked to contact the Parish Clerk to discuss their training needs.

24.2 Executive meeting to take place on 7th Feb 18.

25. Planning

25.1 The following comments, sent in to the Planning Authority, were duly noted: -

App No.	Address	Proposal	Comments
17/05191/FUL	21 Hornsmill Way	Single storey rear extension	No objections
17/05294/FUL	25 Sandringham Avenue	Single storey front extension and loft conversion with associated alterations and partial garage conversion	No objections
17/05304/FUL	21 Kings Drive	Two storey side and single rear extension	No objection

25.2 The following decisions, received from the Planning authority, were duly noted: -

17/04611/FUL	9 Old Chester Road (single storey side extension)	Approved
17/04759/FUL	Bank House Farm 287 Chester Rd (conver of garage to living)	Approved
17/04760/LBC	Bank House Farm – same (Listed Building Consent)	Approved
17/04809/S73	INEOS site (69 dwellings) removal of Condition 22	Approved

26. Accounts

26.1 Bank Reconciliation. The Chairman checked the NatWest figures taken from the Bank Rec sheet, against mobile app, and confirmed that the figures were correct. Proposed by Cllr. Randles, seconded by Cllr. O’Neill and **RESOLVED – that the Bank Reconciliation Sheet detailing £200,507.15 held in balances as at 8th January 2018 be accepted as accurate – HPC18/18.**

26.2 Payments. Proposed by Cllr. Temple, seconded by Cllr. Duffy and **RESOLVED – that the following payments totalling £6,049.75 paid by Direct Debit and under delegated authority, be approved and duly noted – HPC19/18: -**

Method	To whom paid	Particulars of payment	Amount
D/D	Scottish Power	Electricity Helsby Community Centre	148.00
D/D	Water Plus	Wastewater – same	29.93
D/D	NEST	Employer/employee pension contri	78.69
BACS	Cardiac Science	Replacement pads – Defib Loxley Hall	43.14
BACS	Northwich Town Council	Installation Christmas Tree & Lights	2,550.00
BACS	Jeanette E Hughes	Postage £56.00 Coloured card £12.99 Ann fees for Knowhow Cloud £30.00	98.99
BACS	Getmapping plc	Parish online mapping services fees	88.80
BACS	Neuromuscular Centre	Helsby News Issue Winter print edition	532.00
BACS	Employees (3 x Part-Time staff)	December 2017 – salaries	1,867.71
BACS	HM Revenue & Customs	PAYE & NI on above salaries	484.85
D/D	BT Business Bill	Line rental	127.64

27. Dates of the next meetings: -

22nd January 2018 – Parks, Cemetery & Allotments Committee

12th February 2018 – Helsby Parish Council

The meeting closed at 8.23pm

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