

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 14th January 2019 in the Helsby Methodist Church Hall

Present: -

Cllr. Chris Ellams – Chairman	Cllr. Terry O’Neill – Vice-Chairman	Cllr. Sam Johnson
Cllr. Michelle Massey	Cllr. George Randles	Cllr. Peter Duffy
Cllr. John Kimpton	Cllr. Polly Barry	Cllr. Alan Gardner
Cllr. Patricia Holder	Cllr. Sarah Temple	

In attendance:

Mrs Marj Thoburn – Helsby News
Sgt Andy Collinson and PCSO John Kopczyk – Cheshire Constabulary

Chairman’s announcements – the Chairman opened the meeting and wished everyone a ‘Happy New Year’.

1. Public Air Time. Proposed by Cllr. O’Neill, seconded by Cllr. Randles and **RESOLVED – that the meeting be suspended for public participation – HPC01/19**. There being no matters brought to the member’s attention it was proposed by Cllr. Johnson, seconded by Cllr. Randles and **RESOLVED – that ‘Public Air Time’ be closed and the meeting reconvened – HPC02/19**.
2. Apologies for absence. Received and accepted from Cllrs. Hulse, MacPherson and McKie.
3. Declarations of interest. Cllrs. O’Neill and Randles declared non-pecuniary interest in Items 11.1 and 17 as both were Executive Members of the Helsby Community Sports Club and involved in the new development of said Club.
 - 3.1 Co-Option of North Ward Councillor – still being advertised.
4. Police Matters
 - 4.1 PCSO Kopczyk’s report: -
 - Hornsmill School – new footpath between A56 and school grounds. Over 50 children were now using the new footpath. Assisted crossing being investigated;
 - Suspicious activity – over the Christmas period it had been relatively tranquil in the village with not much to report.
 - PCOS Kopczyk’s last day for Helsby was 15th January. Frodsham PCSO would look after Local Beat meetings
 - 4.2 Helsby PCSO. Sgt Andy Collinson reported the following information: -
 - The Constabulary did not have a replacement PCSO in training for Helsby. There would be a recruitment drive but he couldn’t give a date. He would escalate the matter up to management. The Local Beat Manager PC Steve Gardner would be the main contact backed up by PCSO Neil Flannagan. Other local PCSOs would also provide cover. PCC for Cheshire promised a PCSO in every ward and the Parish Council would insist that he honoured that agreement;

- Sgt Collinson asked if the Parish Council would reconsider his request to allow local PCSOs to use the TruCam. Much discussion ensued however the members were mindful of the advice from PCC for Cheshire and the procedure and expense (paid for by Helsby residents) that they had to go through to ensure that the TruCam was used by Helsby & Frodsham PCSOs only thus it was proposed by Cllr. Johnson, seconded by Cllr. O'Neill and **RESOLVED that the TruCam be returned to the Parish Office for safekeeping until PCSO replacement commences – HPC03/19.**
 - PCC for Cheshire. Cllr. O'Neill would take up both points with the PCC at the next meeting he attended with him.
 - Proposed by Cllr. Randles, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council give a vote of thanks to PCSO Kopczyk and to wish him great success in his future with Cheshire Constabulary – HPC04/19.**
5. Minutes of the previous meeting. Proposed by Cllr. Kimpton, seconded by Cllr. Randles and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 10th December 2018 be received as an accurate record and duly signed by the Chairman – HPC05/19.**
 6. Matters arising from the previous meeting
 - 6.1 Old Chester Road Bridge. CWaC & Cholmondeley Estates had confirmed that preliminary works would commence in February in order to prepare for the re-opening of the Old Chester Road and the installation of a new access bridge. The road would continue to be closed until the works were fully complete estimated to be Summer 2019 – duly noted.
 - 6.2 Meeting with CWaC Officer from Art & Entertainment to discuss how Helsby could obtain the £49,243, held by CWaC for public art. Cllrs. Ellams, O'Neill and the Parish Clerk would attend meeting in JTO Tea Rooms at 10.30am on 22nd January with CWaC officers to discuss ideas for spending the money in Helsby – duly noted.
 - 6.3 Eccies. The terms of the RSK lease had been agreed. The 40-year lease had been signed by both parties and commenced on 21st December 2018 and expired December 2058 – duly noted.
 - 6.4 Hornsmill School. Footway link from Hornsmill to A56 Lay-by. Work on the footpath was now complete. The official opening was 16th Jan. Cllrs. Duffy, Ellams, McKie and O'Neill attending – duly noted.
 - 6.5 Maltby Triangle. Awaiting confirmation from CWaC re our request to enter into an agreement with CWaC to take over the grounds management of the area. The Parish Council had obtained a quote from Northwich Town Council as they would undertake the maintenance subject to CWaC approval – duly noted.
 7. Minutes of the Health & Safety Committee. Proposed by Cllr. Gardner, seconded by Cllr. Duffy and **RESOLVED – that the minutes of the Health & Safety Committee meeting held on 12th December 2018 be received and noted – HPC06/19.**
 8. Minutes of the Human Resources Committee meeting. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED – that the minutes of the Human Resources Committee meeting held on 12th December 2018 be received and noted – HPC07/19.**
 9. Minutes of the Environment Committee meeting. Proposed by Cllr. Ellams, seconded by Cllr. Massey and **RESOLVED – that the minutes of the Environment Committee meeting held on 12th December 2018 be received and noted – HPC08/19.**

10. Minutes of the Parks, Cemetery & Allotments Committee meeting held on 12th December 2018. Cllr. Kimpton presented the minutes that included the following recommendation: -
- 10.1 Lighting. Proposed by Cllr. Kimpton, seconded by Cllr. Gardner and **RESOLVED – to investigate type of lighting, and funding for same, to light the pathway at the bottom of the parish field (between Parkfield Drive and Lower Robin Hood Lane) – HPC09/19.**
11. Minutes of the Finance Committee meeting held on 7th January 2019. Cllr. Ellams presented Item 11.1 as Cllr. O’Neill had previously declared interest.
- 11.1 Grant to Helsby Community Sports Club. To grant £100,000 to the Helsby Community Sports Club to go towards sports facilities in Helsby and the provision of a permanent office for the Parish Council. As the Responsible Financial Officer for the Parish Council, the Parish Clerk asked the members to consider the following prior to making decision: -

- To ensure that it was ‘value for money’
- The Clerk suggested having a lease that gave the Parish Council security of tenure and, if we’re paying up-front, protects the money if the Sports Club went bust. We need a lease that’s virtually unbreakable;
- If the Parish Council is contributing towards a better sports facility it has got to secure its position and the funding that it contributes;
- This was not the Parish Council’s statutory obligation. It’s a discretionary piece of expenditure and outside that of the Parish Council’s normal pattern;
- What we want to do is procure an office for the Parish Council in Helsby for many years to come.

Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – 1) that in relation to the provision of a Parish Council office within Helsby Community Sports Club, the Parish Clerk should be authorised to investigate the terms on which a lease could be granted and the basis on which the proposed Parish Council funding to meet the cost of any future occupation could be safeguarded; 2) the Parish clerk should report back to the Parish Council on proposals of how the lease would be structured, the safeguards available and the value for money of the proposal – HPC10/19.**

It was at this point that Cllr. O’Neill presented the remaining recommendations.

- 11.2 Grants and Earmarked Reserves. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED - to accept the figures in the Grants & Earmarked Reserves Table as attached to the minutes of the Finance Committee dated 7th January 2019 – HPC11/19.**
- 11.3 General Reserves. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED - to accept the figures in the General Reserves Table as attached to the minutes of the Finance Committee dated 7th January 2019 – HPC12/19.**
- 11.4 Budget Calculations 2019-20. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED - to accept the budget calculations for 2019-20 £136,018 Receipts and £135,682 Payments – HPC13/19.**
- 11.5 Precept. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED – that the Parish Council issue a Parish Precept request to Cheshire West and Chester Council for £99,799 based on budget calculations for the ensuing fiscal year 2019-20 as now attached to the minutes of the Finance Committee meeting along with justification of the precept request and taking into account the £1,029 CWaC Council Tax Support Grant – HPC14/19.**

- 11.6 Mobile Phone use. Proposed by Cllr. O'Neill, seconded by Cllr. Johnson and **RESOLVED** – **that the Parish Council, in accordance with expenditure under s.111 of LGA1972, increase the monthly payment to the Parish Clerk for use of her personal mobile phone for Parish Council purposes from £5 to £7.50 backdated to 1st January 2018 – HPC15/19.**

12. Burial Grant(s) - no new applications received.
13. Councillor's surgery – no surgery held in January.

14. Cheshire West and Chester Council matters

14.1 Cllr. Duffy read out Cllr. McKie's report on matters discussed at the last CWaC Executive Committee as follows: -

- Plastic Free Communities – the Council agreed to support all Plastic Free Communities initiatives in the area – **Passed**;
- Remove Car Parking Charges – this motion requested CWaC to take the initiative to support and promote our local shops and businesses. To stop immediately any new parking charges being introduced or raised at any of the Council controlled or owned car parks anywhere in the Borough – **Rejected**;
- Commemorating women in elected office – this motion was to accept the important role women have played in shaping British politics, the Council noted that 14th December 2018 marked the 100th anniversary of the first UK general election when women had the right to vote – **Passed**;
- Hornsmill Primary and Pre-school footpath – the school footpath from the A56 Lay-by into the school was completed and usage was rising daily. A request for a speedy introduction of a controlled crossing was underway to ensure a safe 'park and walk' facility (the Helsby Community Sports Club was allowing the use of its car park), whilst funding was currently being sourced to support a 'Lollipop' person to control crossing in the short term.

14.2 CWaC Local Plan (Part Two) Land Allocations and Detailed Policies Main Modifications consultation closes 3rd February 2019. Comments must only be made in relation to the Main Modifications. The consultation was not an opportunity to repeat or raise further representations about the published Plan or to seek further changes to it. Cllr. Temple had viewed the document. None of the changes were related to the areas that Helsby had already commented on – duly noted.

15. The Marshes Community Benefit Fund –no matters reported.
16. Frodsham Wind Farm. Next meeting Friday, 8th March 2019 18:00hrs Castle Park Frodsham.
17. Helsby Community Sports Club. Cllr. Randles reported that the tender documents had gone out, by an independent agent, for Brookhouse. Cllr. Randles had a copy of the document which included supply for Phase 3. The Parish Office was in there and also a meeting room for all users.
18. Helsby Community Association
- 18.1 Installation of Online Booking System – was live but it did have some problems. Cllr. Holder would chase installing a link to their website.
- 18.2 Pub signs. The Clerk was liaising the Community Association about installing the signs in the foyer area.
- 18.3 Accessible Toilet upgrade. Pre-start meeting arranged for 15th Jan. Clerk attending.

19. Cycle North Cheshire - next meeting 13th February 2019.

20. Protos – Cllr. Temple reported the following from the recent Community Forum meeting:

- Included a presentation by reps from Progressive Energy and Enzygo (planning consultants) about their proposed Bio-Substitute Natural Gas (BioSNG) facility which will feed into the National Grid. The planning application was submitted to CWaC at end November (not yet showing on CWaC website but Cllr. Temple has a copy on CD) and is expected to be decided by July 2019 at latest. The plant would use up to 175,000 tons per year of waste wood (or refuse derived fuel) and entail 84 HGV movements per day. Progress Energy reported that they have a North West supplier of waste wood lined up and that HGV movements are within the consented site limits. A final decision on funding (they have already secured the relevant Govt subsidies) and investment would be made by July 2020, with the plant expected to be operational by 2023. Progressive Energy are planning to hold two community events / consultations in early 2019, most likely in Elton. Cllr. Temple will chase Protos about laying on public consultation events.

Regarding other Protos facilities:

- The biomass plant has overcome initial problems and is undergoing a 30-day test. If successful, it will go into full operation in the New Year. The test should clear the stockpiled timber area and enable the full timber-recycling facility to be built.
- British Geological Survey have submitted an application for the UK Geo Observatory project to CWaC. Approx. 6-8 boreholes are proposed on Peel land (Protos and windfarm sites).
- Peel have appealed against CWaC refusal to remove the planning requirement for a railway line before the Energy from Waste facility is operational. The Parish Council will stand by its original comments and will send in Cllr. Temple's report, which she read out at the Planning Committee meeting, plus further comments before the deadline 6th February.
- Nothing going on relating to fracking on the Protos site as they await the outcome of the Ellesmere Port planning appeal.

21. Miscellaneous Matters

21.1 Peak & Northern Footpaths Society. The members agreed to the retrospective payment but that they might not renew in 2019-20. The Clerk will inform them. Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED – that the Parish Council, in accordance with s.143 of LGA1972, pay membership fee of £22.50 to Peak & Northern Footpaths Society for 2018-19 – HPC16/19.**

21.2 Best Kept Christmas Illuminations competition for Business Premises in Helsby. 1st JTO, 2nd Bridal Shop and 3rd Headlines – duly noted. Proposed by Cllr. Temple, seconded by Cllr. Duffy and **RESOLVED – to ask Ho Ho Helsby if they would consider assisting the Parish Council with advertising the Best-Kept Christmas Illuminations Competition for business premises in Helsby – HPC17/19.**

22. Transport Matters – Cllrs. Ellams report was duly noted.

23. Cheshire Association of Local Councils

23.1 Training Calendar for 2019. The Clerk would circulate the calendar. Members were asked to confirm any training requirements. The Clerk will be attending CWaC Elections training on 7th Feb 1.30-4.30pm.

23.2 Executive Committee – up for re-election each year.

24. Planning

24.1 The council's responses, to the following new planning applications, were duly noted: -

App No.	Address	Proposal	Comments
18/04567/FUL	39 Hillview Avenue	Single story rear extension	No objections
18/04582/FUL	17 Bates Lane	Single storey side extension	No objections
18/04576/LBC	2 Rose Farm Chester Road	Replacement double glazed wood windows	No objections
18/04670/FUL	Ingleside, Sandy Lane	Single storey side & rear extn & loft conversion with roof lights	No objections
18/04704/FUL	116A Chester Road	Raise roof height to create first floor including front dormer, single storey rear extension & erection of detached double garage	No objections

24.2 The following decision, received from the Planning authority, was duly noted: -
18/03357/FUL Greenacre, Bates Lane. Single storey existing shed conversion to habitable rooms – **approved**

24.3 The following appeal decision, received from Planning Inspectorate, was duly noted: -
APP/A0665/W/18/3211817 Iron Dish Farm, Godscroft Lane, Frodsham
New Dwelling – **appeal dismissed**

24.4 The following planning appeal, made by Protos LLP, was duly noted. Cllr. Temple and the Parish Clerk will submit further comments to support the Parish Council's objection.
Plot I IRRP Grinsome Road Ellesmere Port. Removal of Condition 13 (railway line into the site) of planning permission 16/03074/FUL (Energy for Waste Facility). Planning Inspector's Ref: APP/A0665/W/18/3213090.

25. Accounts

25.1 Bank Reconciliation. The Chairman checked the NatWest figures against his mobile app and confirmed that they were correct. Proposed by Cllr. Duffy, seconded by Cllr. O'Neill and **RESOLVED – that the bank Reconciliation Sheet detailing £167,844.97 held in balances as at 14th January 2019 be accepted as accurate and initialled by the Chairman – HPC18/19.**

- 25.2 Payments. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED that the following payments totalling £6,224.94, paid by either Direct Debit or under delegated authority, be approved and duly noted - HPC19/19: -**

Method	To whom paid	Particulars of payment	Amount
DD	Scottish Power	Electricity – Community Centre	97.00
DD	Water Plus	Wastewater – Community Centre	29.58
Bacs	British Gas	Electricity supply – Eccies	251.94
Bacs	Horticon Limited	Pathway project – parish field gate	2,088.44
B Trans	Jeanette Hughes	Stationery £38.77 KnowHow £40.00	78.77
Bacs	Helsby Methodist Church	Hall Hire Dec 18	17.00
Bacs	Arndale Transport Limited	Office rent for January 2019	320.00
DD	NEST	Employee/employer contr Dec 18	541.66
Bacs	Employees 3 x Part-time	December 2018 – salaries	1,492.69
Bacs	HM Revenue & Customs	PAYE & NI on above salaries	519.32
Bacs	Parish Online by GeoXphere Ltd	Online mapping service renewal fees	90.00
Bacs	Neuromuscular Centre	Print costs Helsby News – Winter 18	538.00
Bacs	BT Business Bill	Broadband	49.06
B Trans	Jeanette Hughes	Trav £7.20. Postage stamps £97.50	104.70
Bacs	Water Plus	Allotments water charge 09/10 – 25/12	6.78

26. Date of the next meetings: -

21st January – Parks, Cemetery & Allotments Committee

28th January – Human Resources Committee

11th February – Parish Council

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