

# Helsby Parish Council

---

## Minutes of the Parish Council meeting held at 7pm on 12<sup>th</sup> June 2017 in Hillside Primary School

### Present:

|                                 |                                    |                     |
|---------------------------------|------------------------------------|---------------------|
| Cllr. George Randles – Chairman | Cllr. Chris Ellams – Vice-Chairman | Cllr. Terry O’Neill |
| Cllr. Stuart Hulse              | Cllr. John Kimpton                 | Cllr. Sam Johnson   |
| Cllr. Alan Gardner              | Cllr. Alan McKie                   | Cllr. Sarah Temple  |

### In attendance:

Mr David Temple – resident

Chairman’s announcements: The Chairman reported that Mr Lance Yates was recovering at home. It was agreed to send the ex-councillor a card.

1. Public Air Time – proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that the meeting be suspended for public participation – HPC114/17.** Mr Temple reiterated his offer (at his expense) to attend the joint Chalc & National Allotment Society training day on Allotment Management for Town & Parish Councils. It would benchmark what the Parish Council currently did in relation to best practice. Proposed by Cllr. Hulse, seconded by Cllr. Johnson and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC115/17.**
2. Apologies – received and accepted from Cllrs. Crossley-Jones, Duffy, Holder, MacPherson and Thorne.
3. Declarations of interest. Cllrs. O’Neill and Randles declared non-pecuniary interest in Item 15 as Executive members of Helsby Community Sports Club. Cllr. Temple declared family interest in Item 22.1 as spouse to Mr David Temple and a non-pecuniary interest in Item 23.2 as a private landlord.

Proposed by Cllr. Randles, seconded by Cllr. Ellams and **RESOLVED – to bring Cllr. McKie’s report forward – HPC116/17.** See Item 11.1 for the full details of Cllr. McKie’s report.

#### 4. Police Matters

##### 4.1 PCSO Kopczyk’s report:

- ASB: all quiet around the new outdoor gym. No reports to 101. Continued patrols at the time when issues could occur;
- Section 59 warning notice issued to driver on Lower Robin Hood Lane;
- Panna Football on parish field 31<sup>st</sup> May. Well attended;
- Eccies: regular patrols following reports on drug activity. No evidence or indication that the area is being used illegally.
- Helsby Hill: camp fires and possible drug taking. Regular patrols taking place.
- Harmer’s Wood: no evidence of drug taking or damage.
- Local Beat Meeting for June. 22<sup>nd</sup> 12noon JTO Tea Rooms. 26<sup>th</sup> 3pm Library.  
Cllr. O’Neill thanked PCSO Kopczyk for organising vehicle removal from Lay-By outside the Post Office.

roundabout without warning horn. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to write to Tesco Helsby expressing concern about lorries reversing along main thoroughfare to the store – HPC117/17.**

5. Minutes of the previous meeting. Proposed by Cllr. Kimpton, seconded by Cllr. Temple and **RESOLVED – that the minutes of Helsby Parish Council AGM held on 8<sup>th</sup> May 2017 be accepted as an accurate record and duly signed by the Chairman – HPC118/17.**
  
6. Matters arising from the previous meeting
  - 6.1 CWaC Electoral Review – the council's response to keep single status ward for Helsby had been sent in to the Review Officer Boundary Commission. Copies had been circulated to CW of CWaC, Ward Members for Gowy & Ince and Elton and also neighbouring Town / Parish Councils. The members thanked Cllr. Temple for putting together the comments.
  - 6.2 Resurfacing of The Rock. The Clerk had sent in request to CWaC for an inspection. The old white lines were clearly visible in places. It was also noted that the surface was still undulating and grids were full of silt and grid – duly noted.
  - 6.3 HMRC VAT reclaim. The full amount of £12,853.12 had been credited to the council's account – duly noted.
  - 6.4 Clerk's pension. The accumulated sum of £5,500 had been credited to NEST (Clerk's pension) thus reducing the reserves by the same amount – duly noted.
  
7. Minutes of the Health & Safety Committee meeting held on 30<sup>th</sup> May 2017. Cllr. Gardner presented the minutes.
  - 7.1 H&S Policy. Proposed by Cllr. Gardner, seconded by Cllr. Johnson and **RESOLVED – that the Parish Council accept the existing Health & Safety Policy in its entirety – HPC119/17.**
  
8. Minutes of the Environment Committee meeting held on 30<sup>th</sup> May 2017. Cllr. Hulse presented the minutes.
  - 8.1 Grass cutting. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to write to CWaC to complain that the standard of grass cutting of verges in Helsby falls short of what should be expected – HPC120/17.**
  - 8.2 Bridge Lantern Lights. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council, in accordance with s.8(l)(i) ss.A of the Local Government Act 1894, employ KDE to undertake the electrical inspection test of 8 x Bridge Lantern Lights at a cost of £474.40 + VAT – HPC121/17.**
  - 8.3 Adopt-a-Kiosk. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to apply for grant funding for the purchase and installation of 2 x defibrillators suitable for operating in decommissioned BT phone boxes – HPC122/17.**
  - 8.4 Christmas Illuminations – it was agreed to investigate installation control gear on Lighting Column 90 for tree wrapping purposes.

9. Burial Grant. Proposed by Cllr. Kimpton, seconded by Cllr. Johnson and **RESOLVED – that**

**Helsby Parish Council, in accordance with s.214 of the LGA1972 and the Local Authorities Cemeteries Order of 1977, approve the application for Grant of Exclusive Rights of Burial for a term of 75 years for Plot 6b East Pink in Helsby Public Cemetery, Old Chester Road received from Mrs C B Pattin of Helsby – HPC123/17.**

10. Councillor's Surgery held on 3<sup>rd</sup> June 2017. Cllr. Kimpton reported the following items from the recently held surgery that he attended along with Cllrs. Ellams and McKie:

- Latham Avenue resident. Towers Lane Traveller Site. The deadline date that the Travellers had to vacate the site had passed. Two families remained. General discussion relating to application for injunction;
- Lincoln Court resident. Discussion relating to s.106 money pertaining to Horse & Jockey development, current status of the Eccies, Scouts obtaining £30,000 grant money for new roof, change of ownership at Loxley Hall and positive feedback that the PCSO had done a good job in resolving ASB issues on and around Sherwood Court site.

11. Cheshire West and Chester Council

11.1 Cllr. McKie's report as follows:

- Request from Helsby resident for more information on the progress of eviction at Towers Lane Traveller Site. Proposed by Cllr. McKie, seconded by Cllr. O'Neill and **RESOLVED – that Mr Rob Charnley (senior Planner) at Cheshire West and Chester be invited to the next Parish Council meeting to report progress on injunction to remove and close down Towers Lane Traveller Site – HPC124/17.**
- Electoral Review. Cllr. McKie wrote to the Boundary Commission suggesting that Helsby retained its status as a single ward member. The alternative being to group with Frodsham;
- Proffits Lane. Invite to attend residents' meeting. Ms Cathy Rae was the Planning Officer allocated to the planning application for 23 affordable homes. Ms Rae would be assessing the Housing Needs Assessment and whether Highways would object to or endorse the application. If the Officer was satisfied with the outcome of the information provided by the developer and Highways, then the application would go through without being discussed at Planning Committee. The officer would take into account the Policy in the made Helsby Neighbourhood Plan relating to development of green belt.
- Hope Farm Blue Bridge Lane. Information had been forwarded that the owners had installed pegs for caravans. Planning permission was not required for up to 5 pegs provided that the site was affiliated to the Caravan Club. It was thought that this was not the case here. The clerk was asked to notify Planning Enforcement.

12. Helsby Neighbourhood Plan 1<sup>st</sup> Review. Cllr. O'Neill had circulated a paper as it was an important part of the Plan that it should be reviewed and managed over the next 15 years. Cllr. Temple thanked Cllr. O'Neill for the summary. Proposed by Cllr. Hulse, seconded by Cllr. Temple and **RESOLVED – that the following items be mentioned / amended in the review of the Helsby Neighbourhood Plan – HPC125/17:**

- **Decommissioning of BT telephone kiosks;**
- **Planning application for affordable housing;**
- **Remove the point that 'a planning application was successfully turned down using HNP as a tool to refuse backland development'.**

13. The Marshes Community Benefit Fund – the following recipients were duly noted:

- Frodsham Women's Institute - £250 towards the cost of the Frodsham Show.
  - Frodsham Junior Volleyball Club - £1,000 for training and development for their coaches.
  - Girl Guiding Frodsham - £1,500 towards the cost of an accessible toilet.
  - Alvanley Village Hall - £5,000 for cladding and insulation of the Hall.
  - 1st Helsby Scout Group - £30,000 towards refurbishing the Scout Hut.
  - Frodsham Cricket Club - £10,000 for a lawnmower and storage.
  - Elton Primary School & Nursery - £12,000 for a community garden
14. Frodsham Wind Farm LLP – the next meeting would take place on 16<sup>th</sup> June – Cllr. Ellams kindly agreed to attend.
15. Helsby Community Sports Club. Cllr. O’Neill reported that
- the Scouts Fun Day achieved the fund-raising goal;
  - the 19 sealed bids, received from housebuilders for the land approved for 120 dwellings, would be opened on 20<sup>th</sup> June when it would be known what the funding shortfall would be for the developemtn of the new Community Sports Club;
  - ongoing meetings with funders where gathering pace
  - Honeywell and Brookhouse had signed the transfer of overage to the new club. Just waiting for CWaC to sign.
16. Helsby Community Association – Cllr. Holder had sent in the following report that was duly noted:
- There had been no insurance claim, to date, from the person who fell when using the fire exit door;
  - Door and lintel to where the rubbish was kept had rotted away. The Clerk had reported this to Property Services;
  - Monday and Tuesday afternoon slots were still available for the main hall;
  - The lapel microphone required replacement £75.84 + postage.
17. Weaver & Sandstone Cycle Forum. Cllr. O’Neill reported that the minutes of the previous meeting had been circulated. A group member suggested getting hold of s.106 money from development in Helsby. Cllr. O’Neill firmly believed that any s.106 money, allocated from Helsby developments, must be used for the benefit of our residents.
18. Protos – the AGM taking place at 7pm on 14<sup>th</sup> June at Elton Community Centre, would be attended by Cllr. Temple who had notified Helsby residents (via posters) to attend or, failing that, to send through any questions. Cllr. Temple had asked Peel if Covanta or CoGen reps would be attending, she had not received a reply.
- 18.1 Encirc. Cllr. Johnson attended the recent Liaison Committee. The plant was working at full capacity. Encirc had acquired another factory in Italy. The Elton plant bottled 200,000,000 litres of alcohol per annum and employed 800 people. 8 from Helsby 35 Frodsham, 200 Ellesmere Port and the rest were migrant workers.
19. Ho Ho Helsby Christmas Event Group – fundraising was currently the group’s main focus. Bingo Night at the Community Sports club would be held on 16<sup>th</sup> June.

- 20.1 Helsby Scout HQ roof replacement. Quotes were being sought and Scouts hoped the work would start July/August 2017. The outdoor side staircase would be closed during the contractual works. The Clerk asked that their chosen contractor would have Public Liability insurance cover in place to match that of the Parish Councils and that they provide Method Statement and Risk Assessment prior to commencement.
- 20.2 SUEZ Recycling and Recovery UK Limited. Confirmation of cancellation of waste collections at Helsby Public Cemetery.
- 20.3 Spoil Heap removal. Proposed by Cllr. Gardner, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council, in accordance with the Open Spaces Act 1906 s.9 & 10, grant retrospective permission for the payment of £280 to Mr Rod Maddocks of Helsby for removal of materials in Spoil Heap at Helsby Public Cemetery – HPC126/17.**
- 20.4 Allotments. Proposed by Cllr. Temple, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council enter into an Allotment Tenancy Agreement with Ms Dorte Hansen of Helsby for Plot 8L (small size plot) Old Chester Road Allotment Gardens – HPC127/17.**
- 20.5 Helsby Footpath Society. Cllr. Kimpton reported the following:
- 2 x new members;
  - SP4 was in bad shape;
  - Footpath had been closed whilst Windfarm was erected but not re-opened – reported to CWaC;
  - Request for Kissing Gate on FP13 at Proffits Lane – delayed due to CWaC budget constraints;
  - Sign Post for Helsby Hill (next to the Eco house) required replacement;
  - Helsby Scout workday scheduled in for 12<sup>th</sup> July.

21. Transport Matters – Cllr. Ellams reported the following:
- The 21-bus service. The Clerk had written to ARRIVA about the close proximity of buses. Cllr. Ellams had been notified that, on 22th July 2017, ARRIVA would be withdrawing the No. 21 bus service through lack of use;
  - Mersey Gateway Crossing. Halton Borough Council had employed Mersey Flow to collect tolls over new bridge which would be payable from Day 1. The amount would be £2 per journey. FOC to military and emergency vehicles and motorbikes. Blue Badge holders could pay one-off fee of £5. Information would be collected by cameras and tolls could be paid online, drop-in centres or Payzone. If a driver did not pay the toll, within a certain time frame, a fine of £42 plus the original toll would be charged. The fine escalated if payment not received. Advertising campaign would commence prior to opening. Cllr. Ellams urged Mersey Flow to pay for a mail drop to all residences in this area.
  - Runcorn old bridge would be closed for up to 12 months and re-opened as a Toll Bridge – same charge would apply and also to the Mersey Tunnels. The old bridge was opened in 1961 and was designed to take 9,000 vehicles per day. It currently carried 85,000 per day.
  - Flying Scotsman coming through Helsby 6.20pm on 13<sup>th</sup> June;
  - Liverpool Airport doing extremely well;
  - Warrington Borough Council was getting funding together for Mersey crossing in Warrington.

- 22.1 Training Course. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council approves the £35 course fees, in accordance with s.23 of the 1908 Small Holdings and Allotments Act, to send Mr David Temple on an Allotment Management for Town & Parish Councils training day on 18<sup>th</sup> July – HPC128/17.**
- 22.2 Clerks & Councillors Induction training taking place on 5<sup>th</sup> July – duly noted.
- 22.3 Joint Cheshire East & CWaC Parish Forum being held on 13<sup>th</sup> June focusing on police issues. Cllrs. Hulse, O'Neill and Duffy attending – duly noted.

### 23. Planning

23.1 The council's responses to the following new applications were duly noted:

| App Number   | Address                        | Proposal  | Comments   |
|--------------|--------------------------------|---|--|
| 17/01693/OUT | 136B Chester Road              | Outline application for 2 new detached dwellings & detached garage  | No objection but concern re access onto Old Chester Road   |
| 17/2100/FUL  | 16 Swireford Road              | Single store side & front extensions & 2-storey rear extn.          | No objections  |
| 17/02135/FUL | 136B Chester Road              | New 5-Bed detached dwelling   | No objections  |
| 17/01912/S73 | Land off Ash Road Elton        | Variation of condition 22 (Air Quality) of 16/03516/FUL             | <b>Objection</b><br>Helsby Parish Council has concerned that the Air Quality Assessment does not take into account the cumulative effect of emissions from other permitted developments. |
| 17/02337/FUL | 132 Chester Road Badger's Barn | 2 new containers to use for additional play spaces                  | <b>Objections</b> not in keeping with residential setting  |
| 17/02440/FUL | Suncop, Swireford Rd           | Replacement roof to form 2 new bedrooms – amendment to 12/01766/FUL | No objections  |

### 23.2 Planning application for Proffits Lane Affordable Housing Scheme 17/02372/FUL

An application was formally submitted to CWAC on 25th May for 23 affordable dwellings at the site adjacent to Proffits Lane. The application had been validated and hard copy received. The Parish Clerk had sent requests to all housing associations known to be operating in Helsby to collect data that could be included in the Parish Councils response. Cllr. Temple had circulated (by email to all councilors) Site Layout Plan, Planning Statement, Transport Statement and individual house plans. North Ward councillors would arrange a public consultation and prepare the response and requested an initial reaction on which of the options the Council as a whole wanted to take. Much discussion ensued as follows:

- Main concern was that Housing Needs Survey (HNS) had satisfactorily established a need and if proven, could be difficult to object to;
- Uncertainty that people could afford the houses and, as a consequence, houses would be offered to people living outside of Helsby. Consider contractual agreement as in the Guilden Sutton example where the Parish Council had a say in housing allocation;
- HNS results were based on a very small percentage of responders;
- For many years, the land had been used for grazing horses and was surrounded by houses and Park Homes;
- HNS did not appear, when reading through it, that a real need had been demonstrated. It was aspirational;
- Many residents wanted to preserve greenbelt.
- HNS was a way that developers could get around greenbelt and make money. Helsby would end up with a dangerous precedent;
- Affordable element could not exceed 80% of the average for the area;
- HNS had shown 29 people in need. The next developer, wanting to develop greenbelt land in Helsby, would also do HNS and would argue that there was a need;
- The problem arose out of CWaCs requirement to approve 23,000 dwellings before 2030;
- It was noted that Cholmondeley Estates had pockets of greenbelt land each 5 acres in size that they had an eye on for future development. If the Proffits Lane land was approved, this would open up potential development for other greenbelt fields thus eroding the open gap between Helsby and Frodsham;
- If the development of Proffits Lane was approved, the Parish Council would expect some of the s106 to be spent on the park although this might not happen in this case due to the affordable element.

Proposed by Cllr. Johnson, seconded by Cllr. Gardner and **RESOLVED – that the Planning Department be advised that it is the opinion of the members of Helsby Parish Council to object to:**

**Planning Application No. 17/02372/FUL**

**Proposal: Erection of 23 affordable dwellings**

**Site Address: Land opposite Youds Croft Proffits Lane Helsby**

**on the grounds that it is considered to be unacceptable erosion of the North Cheshire greenbelt e.g. argue the site is Green Belt and the requirement for affordable housing had not been demonstrated – HPC129/17.**

23.2 The following decisions received from the Planning authority were duly noted:

|              |  |          |
|--------------|--|----------|
| 17/00903/FUL | The Old Stables, The Paddock (internal alterations)    | Approval |
| 17/01284/FUL | 94 Old Chester Road (2-storey rear extension)          | Approval |
| 17/01321/LBC | The Old Stables, The Paddock (Listed Building Consent) | Approval |
| 17/01575/FUL | 42 Chester Road (single storey rear extension)         | Approval |

#### 24. Accounts

24.1 Bank Reconciliation. Cllrs. Ellams and Randles had checked the apps against the corresponding figures relating to the NatWest and confirmed that they were correct. Proposed by Cllr. O'Neill, seconded by Cllr. Gardner and **RESOLVED – that the Bank Reconciliation sheet detailing £241,412.52 held in balances as at 12<sup>th</sup> June 2017 be accepted as accurate – HPC130/17.**

24.2 Payments. Proposed by Cllr. Ellams, seconded by Cllr. Johnson and **RESOLVED – that the following payments, made under delegated authority and totalling £14,770.77 be duly noted – HPC131/17:**

| Method | To whom paid                | Particulars of payment  | Amount   |
|--------|-----------------------------|---|----------|
| DD     | Siemens Financial Services  | Photocopier rental – quarterly payment  | 95.58    |
| DD     | Scottish Power              | Electricity – Helsby Community Centre   | 106.00   |
| DD     | United Utilities Water      | Water – same  | 29.93    |
| SO     | Strong Brickwork & Constr   | June office rental  | 300.00   |
| DD     | NEST – pensions             | Accumulated pension pot (from specified reserves £5,500) plus monthly employer/employee contribution for May 2017 | 5,578.69 |
| BACS   | Employees                   | May 2017 salaries   | 1,867.91 |
| BACS   | HM Revenue & Customs        | PAYE & NI on above salaries   | 484.85   |
| BACS   | Anchorfast Products Limited | Replacement seat for picnic table   | 76.20    |
| BACS   | CCPFA                       | Annual subs   | 22.00    |
| BACS   | ChALC                       | Course fees – Parish Clerk  | 35.00    |
| BACS   | Mr George Randles           | Chairman’s allowance for 2017/18  | 150.00   |
| BACS   | The PCC for Cheshire        | Half yearly costs for PCSO  | 5,959.00 |
| BACS   | T J O’Neill                 | Travel expenses – Ellesmere Port  | 5.60     |
| BACS   | Stanley Jones               | Petrol for mowers   | 10.01    |
| BACS   | Cheshire Community Action   | Annual subs   | 50.00    |

25. Date of the next meetings:

Finance Committee – Tuesday 27<sup>th</sup> June

Parish Council – 10<sup>th</sup> July

The meeting closed at 8.30pm

Chairman’s signature..... Dated.....

