

Helsby Parish Council

Minutes of the Parish Council meeting held on 11th December 2017 at 7pm in Hillside Primary School

Present:

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

In attendance:

PCSO John Kopczyk – Cheshire Constabulary

1. Public Air Time. Proposed by Cllr. Gardner, seconded by Cllr. O’Neill and **RESOLVED – that the meeting be suspended for public participation – HPC236/17.** There being no matters brought to the council’s attention it was proposed by Cllr. Ellams, seconded by Cllr. O’Neill and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC237/17.**
2. Apologies were received and accepted from Cllrs. Crossley-Jones, Duffy, Hulse and Macpherson.
3. Declarations of interest. Cllrs. Randles, O’Neill and McKie declared non-pecuniary interest in Item 13 as Executive members of the Helsby Community Sports Club.
 - 3.1 Co-option of Central Ward Councillor. An add had been placed in the latest edition of Helsby News to try and generate interest. The post was also being advertised on the notice boards – duly noted.
4. Police Matters
 - 4.1 PCSO Kopczyk reported the following: -
 - Driver Engagement Day planned for this Saturday – Primrose Lane. Five Specials and a number of PCSOs would be present and targeting various offences. Members of the Parish Council were invited to attend;
 - Parking – complaints were being dealt with when reported. The main issue was that people had more vehicles thus exacerbating the problems;
 - Ho Ho Helsby Festival on 2nd December. Fantastic day. Only a few minor issues that would be fed through to the organisers during the debrief;
 - Lincoln Court. PCSO attended the resident’s meeting and agreed to make this a regular occurrence. Residents requested controlled crossing outside Lincoln Court. The PCSO would support the crossing due to the amount of activities going on in that area. Cllr. O’Neill had recently advised the residents to apply to the Marshes Community Benefit Fund. Cost of a new crossing was estimated to be in the region of £25K;
 - Tesco – theft of purse. PCSO was giving away ‘purse bells’ as a theft deterrent and was willing to drop off bells to any resident who wanted a set;
 - Tesco – two persons arrested for shoplifting and released on bail. PCSOs intend to start running regular surgeries in the store;
 - Latham Avenue – no reports of ASB for some weeks now. This follows robust policing that would be continued;

- Golf Club – theft of batteries from buggies. There had been quite a few incidences of battery thefts in the year mainly from farm equipment and caravans;
- Suspicious activity – shed break-ins and door handles tried. Members were asked to be vigilant and to look after their property;
- Horse & Jockey – building insecure. PCSO concerned access will be gained and the building used for illegal activity. There was also an issue with Health & Safety. **Clerk was asked to inform Great Places (the building owners);**
- Repeated the importance of phoning 101 or email PCSO for non-urgent matters;
- PCSO surgeries next Monday 10am Library and Tuesday 11am JTO Teas Rooms;
- Helsby & Frodsham PCSOs were now booking-on at Frodsham Fire Station;
- ‘Guardians of the North’ – a group who basically tried to get information on active paedophiles. PCSO reported unfabricated accusation of a Helsby person.

4.2 PCC for Cheshire meeting with Town & Parish Councils on 21st November. Cllr. O’Neill attended and reported the following matters: -

- Police Station closures – PCSOs being based in the local community;
- TruCam – Cllr. O’Neill provided the information that the purchase cost was in the region of £7500 and not £600 - £1,000 as stated by the PCC;
- Re-launch of Homewatch;
- Some Councils complained that PCSOs did not attend Parish Council meetings;
- Complaints about poor response to 101 calls;

5. Minutes of the previous meeting. Proposed by Cllr. Ellams, seconded by Cllr. Kimpton and **RESOLVED that the minutes of the Helsby Parish Council meeting held on 13th November 2017 be accepted as an accurate record and duly signed by the Chairman – HPC238/17**

6. Matters arising from the previous meeting

6.1 Eccies - lease with Walkerbar. Discussed later in the meeting under Item 25 Part B – Exclusion of the press and public.

6.2 Erection of 23 affordable dwellings in field on the junction of Chester Road / Proffits Lane. The Planning Casework Unit of the Department for Communities and Local Government had responded saying that the Secretary of State had decided not to call in the application and that he was content that it should be determined by the local planning authority.

Cllr. Temple expressed strong objection to Condition 8 on the CWaC planning approval document. The words, taken from Helsby’s made Neighbourhood Plan, had been added to to read “..... occupancy is prioritised **in the first instance** for people who: live in Helsby; work in Helsby, or have connections with Helsby as agreed by Helsby Parish Council.....” Means the houses will quickly be made available to a much wider area rather than waiting longer until they could be fully occupied by persons associated with Helsby. The Neighbourhood Plan needed to be defended. After much discussion it was proposed by Cllr. McKie, seconded by Cllr. Temple and **RESOLVED – to invite Mr Nial Casselden – CWaC Planning Team Manager, to a meeting with members of Helsby Parish Council to agree the wording in Condition 8 of the planning approval document for the 23-affordable dwellings on land at Profitts Lane Helsby – HPC239/17.**

- 6.3 Helsby Neighbourhood Plan - HNP Cllr. O'Neill had already resigned as Chairman of the Helsby Neighbourhood Plan Steering Group. He read out his statement strongly defending his action to write a letter of support (in his position as Chairman of the HNPSG) for the phased development of the Helsby Community Sports Club in accordance with the objectives of the HNP. The full statement could be obtained by contacting the Parish Clerk by emailing helsbyparishcouncil@btconnect.com. The member's discussed Mr Temple's request to disband Helsby Neighbourhood Plan Steering Group. Proposed by Cllr. Temple, seconded by Cllr. Gardner and **RESOLVED – to dissolve the Helsby Neighbourhood Plan Steering Group until such time the Parish Council sees a need for a group with a new and clearly defined remit to revise the document – HPC240/17.** Mr Temple also requested that Cllr. O'Neill retract the letter sent to the planners. The Parish Council did not support retraction. Cllr. O'Neill was thanked for all the volunteer hours he had expended to progress the Plan up to referendum and subsequent revision.
- 6.4 Old Chester Road bridge belonging to Cholmondeley. Cllr. O'Neill expressed concern about the length of time the planning application was taking in determining the replacement bridge. He checked CWaC website for progress and was alarmed to read that the application would expire on 30th November 2017. Cllr. McKie reported that he had requested a meeting with Mr Nial Casselden and Cholmondeley Estates to find out what the sticking points were. He invited members of the Parish Council to attend and would inform them when he had a date.
- 6.5 LCAS – Cllr. O'Neill reported, that in the previous minutes, LCAS stood for Local Community Advisory Service and was not to be confused with the Local Council Award Scheme which had the same abbreviation.
7. Minutes of the Standing Orders Committee meeting held on 27th November 2017. Cllr. Randles presented the minutes that included the following recommendations: -
- 7.1 Standing Orders. Proposed by Cllr. Temple, seconded by Cllr. Holder and **RESOLVED – that the Parish Council approve the reviewed and updated Standing Orders document – HPC241/17.**
- 7.2 Existing Complaints Procedure. Proposed by Cllr. Temple, seconded by Cllr. Holder and **RESOLVED – that Cllr. Duffy and the Parish Clerk review the Complaints Procedure, currently being displayed on www.helsbyparish.org.uk and to make any recommendations (when and where appropriate) to the full Council – HPC242/17.**
- 7.3 New data protection legislation. Proposed by Cllr. Temple, seconded by Cllr. Holder and **RESOLVED – that Standing Orders Committee would seek information from NALC & ChALC to ensure that Helsby Parish Council was prepared when the new data protection legislation came in to force in May 2018 – HPC243/17.**
- 7.4 Publication Scheme. Proposed by Cllr. Temple, seconded by Cllr. Holder and **RESOLVED – that the Publication Scheme, currently being displayed on the website, required updating (where appropriate) by Cllr. Ellams and the Parish Clerk – HPC244/17.**
8. Burial Grant. Proposed by Cllr. O'Neill, seconded by Cllr. Temple 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 CRS6 Cremated Remains Strip in Helsby Public Cemetery, Old Chester Road received from Mrs J Yates of Helsby – HPC245/17.**

9. Councillor's Surgeries

9.1 Annual review. Much discussion ensued re the pros and cons of justifying continuation.

Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – to continue the monthly surgeries but to reduce the duration by 1-hour to 10-11am – HPC246/17.**

Clerk would ensure regular attendees were made aware of the change.

9.2 Councillor surgery held on 2nd December. Cllrs. Barry, Duffy and O'Neill attended. The written report, detailing matters discussed, was duly noted as follows:

- Vehicle jutting out into the Rock – *the car had now been moved out of the way;*
- Profitts Lane – advertising board had been vandalised;
- Request for pedestrian crossing outside Lincoln Court – *advised to apply for funding from Marshes Community Benefit Fund;*
- Asked if parking fees would apply to Helsby – *unknown at this time;*
- Bike Shop – *no new planning application had been received as far as the Parish Council was aware. Proposed by Cllr. McKie, seconded by Cllr. O'Neill and RESOLVED to contact Planning Enforcement to inform them that the space above the Bike Shop was being used for residential purposes – HPC247/17.*
- Overgrown hedge outside Lincoln Court – *responsibility of CWaC*
- Horse & Jockey – *as far as the Parish Council was aware, the development was still being offered for sale;*
- Eccies – *no change*
- Towers Lane Alvanley Traveller Site – *no progress*
- Latham Avenue grass verges – *resident advised to contact CWaC to complain about the poor condition of the verges.*

10. Cheshire West and Chester Council

10.1 Cllr. McKie had agreed to purchase a Grit Bin for junction of Plovers Lane/Dove Close out of grant from his Discretionary Fund. The Parish Council was asked to consider paying the annual charge for filling said bin. Proposed by Cllr. O'Neill, seconded by Cllr. Johnson and **RESOLVED – that the Parish Council, in accordance with s.8(1)(i)ss.A of LGA1894, approve the payment of £50 per annum to CWaC for filling Grit bin on junction of Plovers Lane / Dove Close – HPC248/17.**

10.2 Local Plan (Part Two) Land Allocations and Detailed Policies – upcoming consultation. A formal consultation notification will be sent out at the beginning of the consultation period which will begin on Monday, 11 December and will last a period of 7 weeks (assuming a start date of 11 Dec, this will end on Monday 29 Jan 2018). Members agreed to approve the document for consultation. You can view the webcast of the meeting and read the report at https://cheshirewestandchester.public-i.tv/core/portal/webcast_interactive/315192 (item 14). In the opinion of the members, Part Two did nothing to protect against traveller incursions. Cllr. McKie commented that CWaC needed a Transit Site like Halton which had less incursions as police could move travelling people onto the designated site – duly noted.

10.3 Cheshire West and Chester Planning update taking place at 6pm on Tuesday 30th January in Cheshire View Christleton – Cllrs. Ellams, Randles, Temple and the Clerk attending.

11. The Marshes Community Benefit Fund – Cllr. Ellams had sent the full list of recipients from the latest round of funding. It was noted that only £45K was allocated out of the £60K available.

12. Frodsham Wind Farm – Cllr. Ellams reported that the next meeting would be arranged for

February 2018.

13. Helsby Community Sports Club – no matters reported.
14. Helsby Community Association
 - 14.1 Review of Agreement between Helsby Community Association and Helsby Parish Council. Discussion ensued about setting out the term of the Agreement to concur with the May 2019 expiry date of the Lease between Helsby Parish Council / Cheshire West and Chester for the Community Centre building. Proposed by Cllr. Temple, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council renew the Agreement with Helsby Community Association with immediate effect expiring May 2019 – HPC249/17.** Cllr. O’Neill had spoken to CWaC Properties Manager with regard to a review of the current arrangements and to either contemplate a change in ownership or to negotiate an extension to the current Lease Agreement. The Properties Manager had passed the request on to the Localities team – **Clerk to progress.** The Parish Council was aware that Libraries were under review but had not received any feedback.
 - 14.2 Cllr. Holder reported the following from the last meeting: -
 - Nothing further to report about the claim for injuries
 - Refuse bin outside the main doors – the bin was for public use and not for the sole use of the Community Centre or its users.
 - The Parish Council was thanked for donating a quiz prize
 - The use of a 2-way switch was discussed.
15. Weaver & Sandstone Cycle Forum – the Forum members would be producing a ‘family friendly cycle map for Helsby’ and hoped that it would be ready for printing in the Spring 2018. The group welcomed any suggestions from the Parish Council.
16. Protos
 - 16.1 IGas presentation to Protos Community Forum held 22nd Nov 2017 at Thornton Science Park. Cllr. Temple attended. Members of the public can request copy of Cllr. Temple’s report by contacting the Parish Clerk on helsbyparishcouncil@btconnect.com
Protos would be organising information sessions in the 1st quarter of 2018 for members of the public to attend.
The Community Benefit Fund would now include Helsby. Cllr. McKie commented that the public needed to be informed that this fund was available. He stressed the importance of choosing the right wording when completing a grant application – the project must benefit the community.
 - 16.2 Ellesmere Port Air Quality Forum held 28th November 2017 at Ellesmere Port Civic Hall. Cllr. Temple attended. Members of the public can request copy of Cllr. Temple’s report by contacting the Parish Clerk on helsbyparishcouncil@btconnect.com The Forum members were in favour of 20mph in the borough as this reduced emission.
17. Ho Ho Helsby. Cllr. O’Neill reported that discussions were already taking place for the next Christmas event planned for 1st December 2018. Proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council acknowledge, with grateful thanks, everyone that was involved. The success of the event could be measured by the number of volunteers as without them the event would have been far more difficult to organise – HPC250/17.**

18.1 Helsby Grant Show held on 23rd November 2017. Proposed by Cllr. O'Neill, seconded by Cllr. McKie and **RESOLVED – that the Parish Council provide the following grants – HPC251/17: -**

Awarded to:	Description of project	In accordance with
£500		
Friends of Horn's Mill CPS	Woodland wildlife project	s.19 of the LG(MP) Act 1976
Friends of Hillside CPS	Towards school sound and lighting in hall	s.145 of LGA1972
Weaver & Sandstone CF	Family friendly cycle maps for Helsby	s.144 of LGA1972
Helsby High School	Towards 3D printer	s.133 of LGA1972
Helsby High School	Towards new exercise equipment	s.19 of the LG (MP) Act 1976
Frodsham Youth Assoc	Expedition kit for Duke of Edinburgh Bronze	s.19 of the LG (MP) Act 1976
Helsby Tennis Club	Coach training for support groups	s.19 of the LG (MP) Act 1976
£1,000		
Ho Ho Helsby	Towards costs of Community Christmas Day	s.144 of LGA1972

19. Transport Matters – Cllr. Ellams report, was duly noted, as follows: -

- The Wales and Border Rail Franchise was due for renewal in Oct 2018. The current operator Arriva Trains Wales had withdrawn from the bidding process. The franchise would be decided by the Welsh Assembly. Three bidders were in the process;
- Liverpool John Lennon Airport
 - Third quarter passenger totals were up 3.6% to 1.5 million passengers
 - TUI (formally Thompson) continuing with two Saturday flights
 - Blue Air introducing two new services
 - Easy Jet to base an eighth aircraft and had recently celebrated 20 years services from the Airport
 - The Airport had received a 5-star rating for departure punctuality as 86.7% of flights departed on time. Manchester received a 2-star rating.

20. Cheshire Association of Local Councils – Cllr. O'Neill reported that there was a meeting of the Executive on the 6th where the 2 new members (voted in at the AGM) were briefed.

21. Planning

21.1 The following comment, sent in to the Planning Authority, was duly noted: -

App No.	Address	Proposal	Comments
17/04809/S73	INEOS Site Cable Drive	Removal of Condition 22 on PA 13/02503/OUT (69 dwellings)	No objections

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

17/02372/FUL	Proffits Lane land (Erection of 23 affordable dwellings)	Approved
17/03999/FUL	16 Swireford Road (sgle storey front & 2-storey side extn)	Approved
17/04432/FUL	54 Latham Ave (demolish conservatory & replace building)	Approved

- 22.1 Bank Reconciliation. Cllr. Ellams checked the NatWest figures from the Bank Rec sheet, against his mobile app, and confirmed that the figures were correct. Proposed by Cllr. Ellams, seconded by Cllr. O'Neill and **RESOLVED – that the Bank Reconciliation Sheet detailing £205,847.89 as at 11th Dec 17 be accepted as accurate – HPC252/17.**
- 22.2 Renewal of Getmapping Plc – Parish Online Mapping. Proposed by Cllr. Temple, seconded by Cllr. Johnson and **RESOLVED – that the Parish Council, in accordance with s.111 of LGA1972, renew membership of Getmapping Plc costing £88.80 incl VAT and to increase the annual budget to take into account the cost for continuation of membership year on year – HPC253/17.**
- 22.3 Payments. Proposed by Cllr. Ellams, seconded by Cllr. Kimpton and **RESOLVED – that the following payments totalling £15,008.22 paid by either cheque, Direct Debit, and under delegated authority, be approved and duly noted – HPC254/17: -**

Method	To whom paid	Particulars of payment	Amount
DD	Siemens Finance Services	Photocopier rental plus annual fees	155.58
DD	Scottish Power	Electricity – Helsby Community Centre	148.00
DD	Water Plus	Wastewater – same	29.93
Bacs	PCC for Cheshire	Half yearly payment PCSO	5,959.00
Bacs	LITE	2,000 White LED mini blubs + connects	769.20
Bacs	Northwich Town Council	October 2017 – grounds maintenance	235.20
DD	NEST	Employer/employee contribution Nov	78.69
Bacs	Slater & Gordon	Professional fees to date	132.00
Bacs	Mrs P Holder	Quiz prize for Community Centre	10.00
Bacs	Mrs S Temple	Land Registry search fees x 2	6.00
Auto	NatWest	Safe Custody Hold annual fees	25.00
Bacs	Employees 3 x part time	November 2017 salaries	1,867.71
Bacs	HM Revenue & Customs	PAYE & NI on above salaries	484.85
Bacs	Ho Ho Helsby	Helsby Grant Show – grant winner	1,000.00
Bacs	Helsby Tennis Club	Same	500.00
Bacs	Friends of Hillside CPS	Same	500.00
Bacs	Helsby High School – gym equip	Same	500.00
Bacs	Helsby High School – 3D Printer	Same	500.00
Bacs	Weaver & Sandstone Cycle Foru	Same	500.00
Bacs	Frodsham Youth Association	Same	500.00
Bacs	Friends of Horn's Mill CPS	Same	500.00
Bacs	Mr T J O'Neill	Travel expenses 5 x journeys	76.00
Bacs	Jeanette E Hughes	Stationery, cleaning, refreshments	43.31
Bacs	Siwoku & Bayliss	December 2017 office rent	300.00
Bacs	KDE Limited	Loose connection to cut out Col No 54	42.00
Chq506 1	Cheshire West & Chester	Hillside school hire Aug-Dec 2017	145.75

23. The dates of the next meetings were duly noted: -

- 13th December 2017 Health & Safety Committee 7pm Committee Room
 13th December 2017 Environment Committee to follow
 13th December 2017 Human Resources Committee to follow

13th December 2017 Parks, Cemetery, Allotments to follow
2nd January 2018 Finance Committee 7pm Committee Room (Tuesday)
8th January 2018 Helsby Parish Council 7pm Hillside CPS

24. Part B – Exclusion of the Press and Public. Proposed by Cllr. Barry, seconded by Cllr. Ellams and **RESOLVED - that the press and public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in paras 7, 8, 9 and 12 of Schedule 12a of the Local Government Act 1972 – HPC255/17.**

PART B – Exclusion of the press and public

25. Lease of Land at Mountain View Helsby. Proposed by Cllr. Temple, seconded by Cllr. McKie and **RESOLVED – that the Parish Council would be prepared to terminate the Lease with Walkerbar and take possession of the Eccies at nil cost to either party on the condition that all rubbish outside the building be removed from site – HPC256/17.**

The meeting closed at 8.33pm

Chairman’s signature..... Dated.....