

# Helsby Parish Council

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## Minutes of the Parish Council meeting held on 13<sup>th</sup> March 2017 at 7pm in Hillside Primary School

### Present:

Cllr. Terry O'Neill – Chairman	Cllr. George Randles – Vice-Chair	Cllr. Chris Ellams
Cllr. Andy MacPherson	Cllr. Sylvia Crossley-Jones	Cllr. John Kimpton
Cllr. Sam Johnson	Cllr. Stuart Hulse	Cllr. Patricia Holder
Cllr. Sarah Temple	Cllr. Peter Duffy	Cllr. Alan Gardner

### In attendance:

Mr David Temple – resident of Helsby  
PCSO Neil Flanagan – Cheshire Constabulary

Chairman's announcements. The Chairman thanked the residents who turned out for the Litter Pick. There wasn't many of them but they worked hard and managed to go through quite a few bags.

1. Public Air Time. Proposed by Cllr. MacPherson, seconded by Cllr. Kimpton and **RESOLVED – that the meeting be suspended for public participation – HPC37/17.** There being no matters brought to the committee's attention it was proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC38/17.**
2. Apologies for absence. Received and accepted from Cllrs. McKie and Thorne.
3. Declarations of interest. Cllrs. O'Neill and Randles declared non-pecuniary interest in Item 14 as Executive members of the Helsby Community Sports Club. Cllr. Temple declared non-pecuniary interest in Item 8.7 as a member of the VPA.
  - 3.1 Co-Option of North Ward Councillor. The post had been formally advertised throughout the village. The deadline had now expired when residents could come forward and request an election. We awaited approval from CWaC to Co-Opt.
4. Police Matters
  - 4.1 PCSO's report. PCSO Neil Flanagan attended and read out PCSO Kopczyk's report:
    - Panna Cage Football arranged for Friday 21<sup>st</sup> April at Helsby High. PCSO Kopczyk had measured the Basketball Court on the Parish Field. It was large enough to arrange Panna events. He would ask Scouts if their building could be used at the same time for indoor pursuits;
    - Horns Mill Primary School – the Impact Week starting on 27<sup>th</sup> Feb was well received. PCSO Flanagan did an interview for Radio Merseyside which he thoroughly enjoyed;
    - Sandringham Avenue – reports of untaxed vehicles being parked near to junction with Crescent Drive. The vehicles were believed to belong to Barkers Motors.
    - Helsby Quarry & Tesco – issues with youths on bikes. PCSO increasing patrols in these areas;
    - Driver Engagement day 4<sup>th</sup> March. Hugely successful with 4 PCSOs and 13 Specials. 46 vehicles were stopped and either advised, issued Section 59 warning notices or TOR's for various offences such as speeding, use of mobile phones and wearing no seatbelt;
    - Bike Marking 5<sup>th</sup> March. Due to the inclement weather, only 7 bikes were brought along for marking;

- Local Beat meetings for April. 11<sup>th</sup> at 11am JTO and 17<sup>th</sup> at 3pm Library.

4.2 PCSO meeting with Superintendent Peter Crowcroft 14<sup>th</sup> Feb. Cllr. O’Neill had made notes which were circulated. Cllrs. O’Neill and Duffy attended a follow-up meeting with Chief Superintendent Andy Southcott this morning. The following report was duly noted:

- Cheshire Constabulary were hoping to have PCSOs in every ward. This should be achievable as there were currently 121 wards. Sufficient funding had been obtained to support 173 PCSOs;
- Every ward would get PCSO and a ‘Standard Service’. This would require a PCSO to spend much of their time in the ward on foot or cycle;
- PCSOs would sign on at Blacon. They would be well briefed and then assigned to their wards where they would be community based. Each PCSO would have a device for logging in;
- For the Standard Service, PCSOs would develop networks, adopt visible engagement, use social media, visit schools, problem solve and undertake crime prevention. CS Southcott mentioned ‘street-a-week’. This meant that each week, a different street would be selected for the full-on community engagement;
- The Parish Council currently spent £12,000 per annum which was calculated to be 1/3<sup>rd</sup> of the costs of a PCSO. The new Standard Service would be paid for through everyone’s council tax payments. This would be spread across the borough. An enhanced service would be negotiable but could cost as much as £34,000 per annum which is the current full cost of a PCSO;
- Cllr. Duffy explained that the 3 principals for resource allocation were population, index of multiple deprivation and rural scarcity.
- CS Southcott would send the PCSO Standard Service – Core Role document. Cllr. Temple asked if the current SLA could be sent to all members.

Cllr. Hulse expressed concern that the Constabulary were arranging separate meetings with existing PCSO funders instead of collective discussion through the Cheshire Association of Local Councils.

The Chairman asked all Councillors to study the Standards Service document and give any comments they may have.

5. Minutes of the previous meeting. Proposed by Cllr. Randles, seconded by Cllr. Hulse and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 13<sup>th</sup> February 2017 be accepted as an accurate record and duly signed by the Chairman – HPC39/17.**

6. Matters arising from the previous meeting.

6.1 Complaints procedure relating to the conduct of Parish Councillors. All members were sent a copy of Arrangements For Dealing With Standards Complaints Against Members and CWaC Code of conduct complaint form. Cllr. Duffy emphasised the relevance of having a robust procedure in place and the pitfalls if we did not. Proposed by Cllr. Duffy, seconded by Cllr. Temple and **RESOLVED – that the Parish Council adopt, in its entirety and with immediate effect, Arrangements For Dealing With Standards Complaints Against Members (in accordance with The Localism Act 2011) and Cheshire West and Chester Council Code of Conduct Complaint Form – HPC40/17.**

- 6.2 Eccies. The letter, that was sent to Walkerbar on 16<sup>th</sup> Feb re imposing his obligations in accordance with the Lease, had been ignored. The council would now seek legal advice – duly noted.
- 6.3 Move to Helsby Station Booking Office – up to date progress as follows:
- i) BT will not install phone line into building unless the Parish Council has obtained ‘Listed Building’ consent. The Clerk is liaising with Network Rail and BT on this matter;
  - (ii) The Parish Council will require planning permission for ‘change of use’ to Class C Office Use. There will be a charge for this;
  - (iii) Quote for Removal to new office premises. £340 + VAT.
  - (iv) Full repairing and insuring lease. The members were reticent about signing a lease that obligated the Parish Council to effect repairs without knowing what condition the building was in when they took it on. Proposed by Cllr. Gardner, seconded by Cllr. Holder and **RESOLVED – that the Parish Council, in accordance with s.133 of the Local Government Act 1972, employ a surveyor to undertake a schedule of condition and full structural survey of the Helsby Station Booking Officer prior to signing a lease with Network Rail – HPC41/17.**
7. Minutes of the Health & Safety Committee meeting held on 27<sup>th</sup> February 2017. Cllr. Gardner presented the minutes that were received and noted by the parish council. The two General Assistants would shortly be undergoing refresher training in the handling of strimmer/brushcutter.
8. Minutes of the Environment Committee meeting held on 27<sup>th</sup> February 2017. Cllr. Hulse presented the minutes that included the following recommendations:
- 8.1 Pooling on land adjacent to the Eccies. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED – to keep a watching brief on the matter relating to drainage on land belonging to the Parish Council (adjacent to the Eccies) at Mountain View – HPC42/17.**
  - 8.2 Christmas Lights. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council obtain full purchase and installations costs to tree-wrap up to 3 trees on the main road between the junctions of Plovers Lane and Blue Bridge Lane – HPC43/17.**
  - 8.3 Adoption of telephone kiosks. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED that the Parish Council consider the cost implications (prior to signing an agreement with BT) to adopt the red kiosk outside Helsby Spice and the modern kiosk at the Paddock – HPC44/17.** Cllr. O’Neill had obtained a quote to paint the red kiosk.
  - 8.4 Sherwood Court. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council, in accordance with s.31 of the Local Government and Ratings Act 1997, employ Complete Security Service to attach CCTV, plus associated internal work, to the side of Helsby Community Centre (overlooking Sherwood Court site) at a cost of £700 + VAT – HPC45/17.**
  - 8.5 Request to upgrade crossing. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council write to Highways to ask if they could consider upgrading the existing Zebra Crossing, outside the Post Office, to a traffic light controlled crossing – HPC46/17.**

- 8.6 Village Best-Kept Competition 2017. Proposed by Cllr. Hulse, seconded by Cllr. Randles and **RESOLVED – that members be appointed to judge the following categories: HPC47/17.**

Community Business Award (merging shops and business) **Cllr. Ellams**  
 South Ward Garden – **Cllr. Hulse**  
 Central Ward Garden – **Cllr. Randles**  
 North Ward Garden – **Cllrs. Gardner and Kimpton**  
 Planter – **Cllr. Johnson**  
 Allotment (both sites) will be undertaken by the **Parks Committee**

- 8.7 Helsby VPA. Proposed by Cllr. Hulse, seconded by Cllr. Randles and **RESOLVED – that the Parish Council require the Helsby Village Produce Association (if it ceases to exist) to demolish and remove all buildings, except the lockable garage nearest to the container (as this could be useful to the Parish Council for storage of grounds maintenance equipment), from the site but that the concrete base may be retained as this could provide the Parish Council with a useful base for additional container or Air Monitoring Unit – HPC48/17.**

9. Burial Grants – no applications received.

10. Councillors Surgery. Cllrs. Hulse and Holder attended the surgery held on 4<sup>th</sup> March when the following matters were discussed:

- Traveller site Towers Lane – seeking assurance that the site would be vacated by 18 05 17
- Crescent Drive – neighbour dispute. The resident was informed that the Parish Council did not have the powers to get involved in neighbour disputes
- Overgrown vegetation on Lower Robin Hood Lane footpath between junction of Lincoln Court and Community Centre – Clerk to send in 3<sup>rd</sup> request.
- Overgrown hedge on BI bridge (Warrington to Chester bound). Cllr. O'Neill was confident that the hedge had already been cut right back – Clerk to check.
- Un-tarmaced section of footpath between Hale View Road and A56 – Clerk to check.

11. Cheshire West and Chester Council

11.1 Cllr. McKie's report as follows:

Frodsham Wind Farm Local Liaison Committee

- Cllr. Eleanor Johnson elected as Chairman;
- Cllr. Lynn Riley elected as Vice-chairman;
- The Wind Farm commenced full operation mid-Feb, with the exception of one of the turbines due to a servicing schedule;
- The operator advised that no new complaints had been received from residents or businesses to date;
- Grant application submissions for the first tranche of funding was above £190k.

Cheshire West and Chester Council

- At 02 03 17 meeting of the full CWaC Council, it was agreed to raise council tax by 3.99% in the next fiscal year. Members voted 37-34 in a named vote to action the increase in council tax, this was against an amendment for a 0% proposal which was defeated 36-34.

Lodge Hollow / Station Avenue – inappropriate parking for the station

- Passed to PCSO Kopczyk. The parking situation in Helsby was under consideration by Highways and Cllr. McKie would continue to press for funding to resolve the existing and future problems that would emerge with the re-introduction of the Halton Curve.

Electoral Review

- Cllr. Temple questioned why CWaC were undertaking another review. According to the details from the Boundary Commission, Helsby's ratio of electors per ward member was balanced. Cllr. Hulse responded that CWaC had requested the review due to the increase in housing in some areas of the borough.

11.2 Changes to the Household Waste Recycling Centres. Frodsham Tip was being downgraded to a Secondary site and, from 1st April 2017, would be closed on Tuesdays and Thursdays. All residents would receive notification of this and a comprehensive list, including opening times, of all sites within the borough. This would be delivered w/c 13 03 17.

11.3 40mph Speed Limit (A56/A5117 Chester Road, Helsby and Dunham on the Hill and Hapsford) Proposed Order 2017. Relates to the section of road from Hapsford lights to the 30mph roundels in Helsby – duly noted.

12. The Marshes Community Benefit Fund – 14 applicants had applied for funding from the £60k available. Members were advised to check the website for updates.

13. Frodsham Wind Farm LLP – no matters reported.

14. Helsby Community Sports Club. Cllr. Randles reported the following:

- The recent Beer Festival had generated enough funds to complete the roof repairs;
- Half Marathon – Runners Award Evening. Donated over £10k to local charities;
- Cllr. Randles and O'Neill had a meeting with Active Cheshire where advice was given for pursuing grants from CWaC and Sport England.

15. Helsby Community Association – next meeting was scheduled in a fortnight.

16. Weaver & Sandstone Cycle Forum – the meeting notes had been circulated beforehand. Cllr. Duffy asked Councillors to contact him if they had any questions.

17. Protos – Cllr. Temple reported the following from the Community Forum held on 22 02 17:

- Biomass facility. The grid connection would be June/July, the first fuel delivery would be Sept/Oct and the plant would be exporting electricity by March 2018;
- Community Benefit Fund – financial report on projects totalling £30,000 in Ince & Elton was presented and is available on Protos Community forum website;
- UK Power Reserve gas engines going in by railway Line would not be up and running until 2-3 years' time;
- Air monitoring data from the Eccies stations was uploading to Air Quality England website (Cllr. Ellams had now added the link to HPC website);
- Next meeting would take place on 06 06 17 at 6pm where attendees would be treated to a site visit.

18. Ho Ho Helsby Christmas Event. Cllr. O'Neill reported that the group was now actively fund raising again. The first event would be a Band Night on 22 04 17 at Helsby Community Sports Club. Ticket price £5.

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Chairman's initial.....

19. Miscellaneous Matters

- 19.1 North West Air Ambulance Charity – letter of thanks for £250 donation – duly noted.
- 19.2 Sandstone Ridge Trust AGM on Monday, 20<sup>th</sup> March at 7.30pm at Tarporley & District Community Centre. Cllrs. Crossley-Jones, Holder and the Parish Clerk will be attending.
- 19.3 Friends of Harmer's Wood Trust. Members were given a photocopy of a letter from the Chairman. Proposed by Cllr. Randles, seconded by Cllr. Hulse and **RESOLVED – to respond to the letter, received from the Chairman of Harmer's Wood Trust, saying that all the matters raised fell outside the powers and responsibilities of the Parish Council – HPC49/17.**

20. Transport Matters

- 20.1 WTUA. Proposed by Cllr. Hulse, seconded by Cllr. Randles and **RESOLVED – that the Parish Council, in accordance with s.143 of LGA1972, renew membership of the Wirral Transport Users Group costing £8 – HPC50/17.**
- 20.2 Cllr. Ellams reported that some buses were starting and terminating on Foregate Street. This was likely due to a £4 per bus per visit charge in place at the new Bus Terminus in Chester.

21. Cheshire Association of Local Councils

- 21.1 Roles and Responsibilities training – noted.

22. Planning

- 22.1 The following planning application had been received. CWaC no longer sent hard copies out unless specifically requested. Helsby Parish Council were trialling a new way of circulating comments via a proper planning portal on the parish council's website. Cllr. Ellams was thanked for all the work and thought he had put in to getting this going:

App No.	Application Address	Proposed Development	Ward member recommends
17/0068 5 /FUL	Glencairn, Hill Road North	Single storey side extension with balcony above including bridge, single storey rear extension and detached garage	<b>Awaiting Ward member recommends</b>

- 22.2 The following planning decision was duly noted:

16/05673/FUL Steppingstones, Hill Road North (2-storey side extension)                      Approved

- 22.3 The following decision from the Planning Inspectorate was duly noted:

Appeal Ref: APP / A0665 / W / 3163109  
42 Parkfield Drive Helsby WA6 0BL  
New dwelling with detached garage and new drive

The appeal was dismissed

22.4 Proposed Affordable Housing for Local Needs in Helsby. Members of the Parish Council would attend an information gathering session on Tuesday, 14<sup>th</sup> March at 5.30pm in the Committee Room. Mosaic had the results of the survey and wished to discuss the findings and the implications for potential development of land at Profitts Lane. Cllrs. O'Neill, Randles, Temple and Duffy would be attending. Members would obtain information to relay to the Parish Council. Mr Rob Mackenzie would also be attending at the behest of the Parish Council. Cllr. Temple expressed concern that the results of the survey had only just arrived and there was a lot of detail to absorb prior to the discussion.

23. Accounts

23.1 Bank Reconciliation. Prior to the meeting, the Chairman of the Finance Committee had checked the NatWest accounts status on his mobile phone app and confirmed that the figures were correct as at 13 03 17. Proposed by Cllr. Hulse, seconded by Cllr. Duffy and **RESOLVED – that the Bank Reconciliation Sheet detailing £174,548.20 held in balances as at 13<sup>th</sup> March 2017 be accepted as accurate and that the Bank Reconciliation Sheet be initialled by the Chairman – HPC 51/17.**

23.2 Payments for February – early March were now being made by Standing Order, Direct Debit and BACS payments. Proposed by Cllr. Hulse, seconded by Cllr. Randles and **RESOLVED – that the following payments, made under delegated authority and totalling £3,731.47, be duly noted: HPC52/17.**

Method	To whom paid	Particulars of payment	Amount
SO	Strong Brickwork	Office rent February 2017	300.00
DD	Siemens Financial Services	Quarterly rent on photocopier	95.58
DD	Scottish Power	Electricity – Helsby Community Centre	106.00
DD	United Utilities Water	Water – same	26.38
BTs	Employees	February 2017 – salaries	1,868.26
BTs	HM Revenue & Customs	PAYE & NI on above salaries	483.65
BTs	Cheshire & Warrington Carers	Section 137 donation	150.00
BTs	Duttons Mower World	Purchase of new 16 ins Honda Mower	389.00
BTs	Terence O'Neill	Travel expenses – Winsford	13.60
SO	Strong Brickwork	Office rent March 2017	300.00

23.3 Internal Audit 31<sup>st</sup> March 2017. JDH have called us for audit on Thursday, 14<sup>th</sup> April. This should be achievable.

24. Date of the next meetings:

Finance Committee – 3<sup>rd</sup> April

Parish Council - 10<sup>th</sup> April

Annual Parish Meeting of the Parish Electorate – 20<sup>th</sup> April

Parks, Cemetery & Allotments Committee – 24<sup>th</sup> April

The meeting closed at 8.55pm

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

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Minutes of the Helsby Parish Council meeting held on 13<sup>th</sup> March 2017