

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 9th October 2017 in Hillside Primary School

Present:

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

In attendance:

Mrs Marj Thoburn – Helsby News Mr David Temple – resident
PCSO John Kopczyk – Cheshire Constabulary

Chairman’s announcements. The Chairman announced the death of former Helsby Parish Councillor Mrs Betty Williams. Betty served over 25 years on the Parish Council and was a stalwart of the community. She will be sadly missed.

1. Public Air Time. Proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that the meeting be suspended for public participation – HPC190/17.** There being no matters brought to the Council’s attention it was proposed by Cllr. Johnson, seconded by Cllr. O’Neill and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC191/17.**
2. Apologies for absence. Received and accepted from Cllrs. Crossley-Jones, Duffy, MacPherson and Thorne.
3. Declarations of interest. Cllrs. McKie, O’Neill and Randles declared non-pecuniary interest in Item 13 as Executive members of the Helsby Community Sports Club.
4. Police Matters
4.1 PCSO Kopczyk’s report as follows: -
 - Speeding Robin Hood Lane. PCSO conducted monitoring on 4th, 19th Sept & 4th Oct at various times. The general speed was between 18-22mph. 4 vehicles exceeding the limit between 28mph & 34mph. PCSO’s impression was that there were no major issues however he felt that the road was poorly signed and not in the best condition;
 - Speeding Primrose Lane. Speed enforcement conducted on 6th Sept, 11.2 – 12.20 using the TruCAM. 12 vehicles were captured speeding, the highest being 44mph. All were being dealt with accordingly via Central Ticket Office. Again, PCSO thought that the condition of the road was poor and not clearly signed by the bridge;
 - Cycle Park – after speaking with local youths, there was a high demand for a BMX / Cycle Track in Helsby. PCSO was now in talks with members of the Weaver and Sandstone Cycle Forum to progress the matter further;
 - One-Stop – Crime Prevention Officer deployed to try and help the management in reducing the amount of shoplifting;
 - Recent burglaries. Two bikes stolen from a property and a burglary from field on Primrose Lane. The Helsby Community Sports Club had been broken into. 2 males arrested and released without charge. One male being investigated;

- Operation Treacle – PCSOs will be visiting schools in the coming weeks to deliver talks relating to Halloween and the anti-social behaviour element.
- Local Beat Meetings for October. 27th 13:00hrs @ JTO Tea Rooms. 24th 11:00hrs @ Library.

Members queries....

- Knife-point crime in village centre – this was being investigated by the crime squad. PCSO had nothing to report;
- Shooting rabbits on the marshes – PCSO would follow this matter up.

5. Minutes of the previous meeting. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 11th September 2017 be accepted as an accurate record and duly signed by the Chairman – HPC192/17.**

6. Matters arising from the previous meeting

6.1 Maltby Triangle. The Parish Council had expressed interest in taking on the land. CWaC Property Services had passed the request to the Localities Team for consideration.

6.2 Harmers Wood. The members were informed that Mrs A Davies had sent in a letter of complaint, to the Chairman, about the Council’s administration and procedures. Proposed by Cllr. Johnson, seconded by Cllr. Barry and **RESOLVED – that the Parish Council note that Mrs A Davies wants to invoke the official Complains Procedure but we seek clarification from Mrs Davies to the substance of the complaint as that remains unclear – HPC193/17.**

7. Minutes of the Finance Committee meeting held on 25th September 2017. Cllr. O’Neill presented the minutes that included the following recommendations: -

7.1 Investment Programme. Proposed by Cllr. O’Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council note the current invested funds totalling £227,479.65 as at 25th September 2017 – HPC194/17.**

7.2 Invested funds. Proposed by Cllr. O’Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council grant delegated powers to the Responsible Finance Officer (Parish Clerk) to enable her to transfer funds (to and from) between the two accounts held at the NatWest Bank thus ensuring that funds would always be available for the payment of payroll, goods, grants and services – HPC195/17.**

7.3 Draft Helsby Business Plan 2018/2023. Cllr. O’Neill had produced the plan, circulated it to the members and had sent out explanatory notes. Much discussion ensued mainly concerned with contributions for longer term planning and the consultation process. Paper consultations always ended up with a very disappointing response rate from members of the public. Cllr. O’Neill explained that the Business Plan was an *aide memoir* to the way the Parish Council conducted its business and was not something that had to be strictly adhered to for the period that it covered. Proposed by Cllr. Temple, seconded by Cllr. Barry and **RESOLVED – that members of Parish Council read through the Draft Business Plan 2018/2023 and put forward ideas or comments for consideration at the next meeting – HPC196/17.** It was hoped that the Business Plan could be firmed up at the December meeting.

- 7.4 Local Living Wage. More information had been presented to the members about the longer-term implications if the Council committed itself to any automatic increases in the LLW prior to a vote being taken. The National Living Wage was statutory. The Local Living Wage was discretionary. Cllr. Temple tabled a proposal, seconded by Cllr. McKie, to delay a decision until the new information could be discussed at the next Finance Committee meeting. This was lost on the vote and so the Parish Council reverted to the original recommendation from the Finance Committee that was proposed by Cllr. O'Neill, seconded by Cllr. Gardner and **RESOLVED – that the Parish Council, in accordance with s.12-19 of the Local Governemnt Act 1972, increase the General Assistant's hourly rate of pay to the Local Living Wage £8.45 effective from 1st April 2018 – HPC197/17.** The Clerk was asked to note that 3 members were opposed to the resolution.
- 7.5 Budget Analysis. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council accept the Budget Analysis as at 25th September 2017 as attached to the Finance Committee minutes of the same date – HPC198/17.**
- 7.6 Financial Statement. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council accept the Financial Statement as at 25th September 2017 as attached to the Finance Committee minutes of the same date – HPC199/17.**
8. Burial Grants – none received.
9. Councillor's surgery held 7th October 2017 – Cllrs. Temple, Holder and McKie attended. Cllr. Temple had circulated the report prior to the meeting the contents of which were duly noted. Brief description of matters that were discussed as follows: -
- Latham Avenue resident:
Towers Lane update – Cllr. McKie agreed to see progress and report back;
Horse & Jockey Site – Cllr. McKie contacted CWaC Enforcement & Great Places (the owners)
Old Chester Road closure due to deteriorating bridge owned by Cholmondeley Estates -
Cllr. O'Neill had spoken to the Cholmondeley Estates Architect seeking progress on the bridge over Old Chester Road bearing in mind that the road had been closed for some time. Cllr. McKie had followed this up with Planning and there appeared to be some conflict between the two versions of events. Proposed by Cllr. O'Neill, seconded by Cllr. McKie and **RESOLVED – that the Parish Council write to Cholmondeley Estates to progress the installation of a new bridge over Old Chester Road – HPC200/17.**
 - Lincoln Court Resident's Association:
Proffits Lane housing approval – general comments about the houses on Robin Hood development being slow to sell whereas the Windings apartments sold very quickly;
Consultation on CWaC charging for parking. Cllr. McKie said that there was a good response from Helsby. Station Avenue Car Park was the only parking facility owned by CWaC in Helsby. If charges came in – it would cause even more problems with commuter parking;
Railway Inn – new tenant taking over;
Road crossing by Lincoln Court – advised residents to apply to the Marshes Community Benefit Fund;
Hedges surrounding the Community Centre – Clerk would contact CWaC to ask them to trim right back;
Also mentioned knife-point robbery, police move to the Frodsham Fire Station, Scout HQ roof and British Geoenergy Observatory and IGas site near Ince.

10. Cheshire West and Chester Council

10.1 Executive Committee – Cllr. McKie had no matters to report.

10.2 Community Governance Reviews of the unparished areas of Chester and Ellesmere Port. Cllr. Hulse asked members to support the parishing of all areas. Cllr. Temple commented that ChALC would respond positively but that it was up to the communities to decide. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to write to Cheshire West and Chester Council saying that, although the members appreciated that the decision to become parished lies with the residents of the unparished areas of Chester and Ellesmere Port, Helsby Parish Council strongly supported the parishing of all communities on the grounds that it gave local people the power to make decisions, that affected their areas, at local level – HPC201/17.**

10.3 Drain on main road by Crosland Terrace. Cllr. McKie had noticed some improvement but had asked Highways to investigate further as he suspected a subterranean collapse.

11. The Marshes Community Benefit Fund – Cllr. Ellams reported that he had not received any information other than the last round of funding had closed and applications were being considered.

12. Frodsham Wind Farm LLC. Cllr. Ellams reported the following (duly noted): -

- Peel had followed up potential 24-hour CCTV signs on wind farm gates and other locations. Frodsham Wind Farm management were against the idea as, if something did occur, members of the public would expect CCTV coverage to be available. An alternative strategy, to reduce incidences of fly-tipping, was being pursued with CWaC;
- The next meeting would take place on Friday, 13th October. Cllr. O'Neill asked that the bollards be re-instated.

13. Helsby Community Sports Club. Cllr. Randles reported that the Annual Fireworks Display and Fun Fair was on Friday, 3rd November from 6.30pm onwards – duly noted.

14. Helsby Community Association. Cllr. Holder reported the following (duly noted): -

- Annual Quiz being held on Friday, 10th November 2017. Max 6 to a table;
- Refuse area, although unsightly, was acceptable;
- The border area to the right of the main doors would be grassed over to make it easier to maintain;
- The Committee was investigating a master switch, next to the emergency escape door, to save users crossing the main hall in the dark. Cllr. Ellams offered suggestions:
- Only Sunday afternoon was free for letting;
- Flower Arrangers Group had been approved as Associate Members;
- Show Time Fundraisers had block booked 20th to 28th October
- AGM arranged for 7.30pm on 22nd November 2017.

15. Weaver & Sandstone Cycle Forum – no matters reported.

16. Protos – Cllr. Temple reported the following that was duly noted by the Parish Council: -

- **Geoenergy Observatory.** This is a £31M capital infrastructure project sponsored by the Govt through National Environment Research Council and run by British Geological Survey

(BGS). It will gather data at the Cheshire site and also one outside Glasgow to support low-carbon

Page 1436

Chairman's initial.....

energy generation. Community engagement meetings have been arranged on 11th October in Elton and the Helsby meeting will take place between 1-4pm on Monday, 30th October in Helsby Community Centre:

- **IGas.** IGas have submitted a scoping report to CWaC and are talking to planners about submitting a planning application for a well site on land off Grinsome Road in Elton. This is the same site as the Coal Bed Methane test rig but will now be aimed at shale gas production. The site is in addition to the one at Merseyton Road site at Ellesmere Port, for which the planning application should be determined around Nov/Dec 17. IGas will be arranging public events and are offering to brief Town/Parish Councils, and the Protos Community Forum.

The Forum was aware its meetings were not open to the public (except the AGM) and agreed that they would accept a briefing only if the proceedings were recorded and could be posted on the Forum website (similar to CWaC meetings). IGas & BGS were communicating with each other.

- **Biomass facility.** All main mechanical equipment was now installed and pipework and cabling was ongoing. They expect to connect to the grid before end Oct, start commissioning with fire/feedstock 1st Nov and go into operation around March 2018. The facility should generate a constant 28MW. The timber preparation facility on Plot 3 had started construction.
- **Incinerator.** Covanta were moving towards a financial close but it was unlikely anything would start happening until summer 2018. They were still planning to build the scaled-down facility, not the original one.
- **Protos Community Benefit Fund.** Peel confirmed that they would provide £30K for 2018. From Jan 2018 the fund would be open to applications from areas covered by Town/Parish Councils of Helsby, Frodsham, Little Stanney & Thornton-le-Moors. Guidelines to follow.

17. Ho Ho Helsby Christmas Event Group – Cllr. O'Neill reported the following that was duly noted by the Parish Council: -

- Fundraising going extremely well and on target. Quotes being sought for traffic management with road being closed from junction with Bates Lane;
- Looking for volunteers to marshall on the night. Group informed that Old Chester Road from Alvanley Road to Robin Hood Lane will remain closed due to the condition of the bridge;
- Stall applications coming in well and floats being organised;
- Northwich Town Council to provide the tree;
- Talks ongoing with local businesses.

Cllr. O'Neill advised that he and the Parish Clerk had requested a meeting with the main organiser to discuss administrative, banking and VAT matters.

18. Miscellaneous Matters

18.1 Adopt-a-Kiosk. The Parish Clerk had signed the contract with BT Payphones thus starting the process of transfer of ownership to the Parish Council of the two telephone boxes located Alvanley Road (next to the junction with The Paddock) and Chester Road (outside Helsby Spice). A fee of £2 was sent with the contract – duly noted.

18.2 Allotment tenancies. Proposed by Cllr. Temple, seconded by Cllr. Hulse and

RESOLVED – that the Parish Council enter into Allotment Tenancy Agreements with residents for Plot 4L and 12L Old Chester Road Allotment Gardens – HPC202/17.

- 18.3 Winter pansies. Proposed by Cllr. O’Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council, in accordance with s.144 of the LGA1972, purchase 135 trays x £2.00 = £270 sum of Winter pansies from Dave Weaver – HPC203/17.**

Page 1437

Chairman’s initial.....

- 18.4 Queens Drive Allotments. Proposed by Cllr. Hulse, seconded by Cllr. Temple and **RESOLVED – that the Parish Council, in accordance with s.29 of the Small Holdings Allotments Act 1908, employ KDE Limited to replace taps plus other association work, at Queens Drive Allotment Gardens at a cost of £160 + VAT = £192 – HPC204/17.**

- 18.5 Mini-bulbs. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council, in accordance with s.144 of LGA1972, purchase 6,000 cool white LED mini bulbs, plus connections and delivery charge, from LITE costing £1,868 + VAT = £2,241.60 – HPC205/17.**

- 18.6 Christmas lighting contract. Proposed by Cllr. Hulse, seconded by Cllr. Johnson and **RESOLVED – that the Parish Council, in accordance with s.144 of the LGA1972, employ Weaver Vale Housing Trust to test, install and remove all Christmas Features in Helsby at a cost of £8,150 + VAT = £9,780 – HPC206/17.**

- 18.7 Hedge/Tree Maintenance Contract 2017. Proposed by Cllr. Temple, seconded by Cllr Hulse and **RESOLVED – that the Parish Council, in accordance with s.8(l)(i) ss.A of the 1894 Local Government Act, employ Old Vicarage Tree Surgery to undertake all of the required and listed work on the Parish Councils lands in Helsby at a total cost of £900 + VAT = £1,080 – HPC207/17.**

19. Transport Matters – Cllr. Ellams reported the following that was duly noted (for full report, contact the Parish Clerk on helsbyparishcouncil@btconnect.com): -

- Liverpool Lime Street Station is due to close on the 30th Sept for major remodelling work to the platform layout. This is designed to allow 3 more services per hour in and out plus the ability to accommodate longer trains. Full details can be found at <http://www.liverpoolecho.co.uk/news/lime-street-station-closure-everything-13534201>
- Strike updates – go to <https://www.northernrailway.co.uk/industrial-action/train> for Arriva Norther Trains and <https://www.merseyrail.org/strike-action/strike-timetables.aspx> for Merseyrail;
- Mersey Gateway Crossing – imminent opening of new Toll bridge. The old Jubilee Bridge will be closed for 12 months for repair and remodelling work reducing the bridge to two carriageways and a cycle lane.
- Liverpool John Lennon Airport update:
EasyJet has announced it will operate flights to Venice Italy from later this year taking the number of routes they operate from Liverpool to 29;
The Airport welcomes the opportunity to help shape the future of Aviation in the UK and has welcomed the news that the Govt are seeking views on the content of their new Aviation Strategy that was published in July.
In recent weeks, the Airport has seen a number of new retail brands start operating, new shops, bars and restaurants open up and the refurbishment and upgrade of approx. 2,000 sq m of the upper floor of the Airport’s Departure Lounge with almost £3M having been invested over the past 9 months.
It is unclear at the moment how the Ryanair situation will affect flight operations from the Airport. Monarch do not fly from Liverpool so it should have no effect on the Airport since Monarch went into receivership on 2nd Oct 17.

20. Cheshire Association of Local Councils – Cllr. Hulse reminded all about the AGM on 19 10 17 and that the Association was celebrating 20 years of operation.

Page 1438

Chairman's initial.....

21. Planning

21.1 The Parish Council's responses, to the following new planning applications, were duly noted: -

App Number	Address	Proposal	Comments
17/03931/FUL	Rake Cottage Rake Lane	Demolition of existing porch and garage and erection of single storey extensions and garden shed, replace existing cladding with cement fibreboard lap boarding	No objections
17/03999/FUL	16 Swireford Road	Single storey front and two storey rear extension with balcony to rear (amendment to 17/02100/FUL)	No objections
17/04110/FUL	1 Balmoral Drive	Rear dormer window with enlarged first floor area	No objections

Cllr. Temple raised concern that, having declared interest in 17/03931/FUL as a near neighbour, she noted that members of North Ward had 'no objections' to the planning proposal. From her observations, the proposed development would reduce the parking from two to one space which was contrary to the Helsby Neighbourhood Plan. She asked that all members refer to the HNP when viewing a planning application – duly noted.

21.2 The following decisions, received from the Planning Authority, were duly noted: -
 17/03116/OUT Birchwood, Hill Road South (construction of a detached house) Refusal
 17/03555/FUL 57 Primrose Lane (single storey extension & modifications) Approval

21.3 Proffits Lane – Approval of 23 affordable dwellings. Cllr. McKie had written to the Secretary of State to ask that he call-in the application as he objected to the decision on the grounds of planning issues of more than local importance were involved. CWaC had also written to the Secretary of State with the same purpose. Proposed by Cllr. McKie, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council write to the Secretary of State supporting Cllr McKie's objection to the CWaC decision to approve Planning Application No. 17/02372/FUL – HPC208/17.** Our original objections will be forwarded along with comments from Helsby resident (subject to his approval).

22. Accounts

22.1 Bank Reconciliation. Cllr. Ellams checked the figures, from the NatWest Bank on his mobile app against the corresponding figures on the Bank Reconciliation Sheet and confirmed that they were correct. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the Bank Reconciliation Sheet detailing £224,066.33 held in balances as at 9th October 2017 be accepted as accurate – HPC209/17.**

22.2 Shield Total Insurance. Proposed by Cllr. Temple, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council, in accordance with s.29 of the Small Holdings Allotments Act 1908, grant retrospective approval for the payment of £130.98 to Shield Total Insurance for the individual allotment tenants – HPC210/17.** Note that the Parish Council recovers the expenditure from the allotment tenants.

Page 1439

Chairman's initial.....

22.3 Payments. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the following payments totalling £7,006.53 paid by either cheque, Direct Debit and under delegated authority be duly noted and approved – HPC211/17: -**

Method	To whom paid	Particulars of payment	Amount
DD	Scottish Power	Electricity – Helsby Community Centre	148.00
DD	Water Plus	Water – same	29.93
DD	NEST	Employer/employee pension contrib	78.69
Bacs	Employees x 3	September 2017 salaries	1,867.71
Bacs	HM Revenue & Customs	PAYE & NI on above salaries	484.85
Bacs	Peak & Northern Footpaths Soc	Affiliations fees	22.50
Bacs	Butcher & Barlow	Professional fees – Sherwood Court	232.00
Bacs	BDO LLP	External audit fees 31 st March 2017	480.00
Bacs	Northwich Town Council	Grounds maintenance August 2017	470.40
Bacs	NMC Design+Print	Autumn edition of Helsby News – print	532.00
Trans	Jeanette E Hughes	Travel expenses – Middlewich	18.00
Bacs	Mr T J O'Neill	Travel expenses – Tarporley. Should read £11.20 but inputted £18 in error. Deduct £6.80 off next claim	18.00
Chq505	Shield Total Insurance	Allotment insurance for tenants	130.98
7	The Poppy Appeal	Wreath for Remembrance Day	250.00
Chq505	BT Payphones	Purchase of 2 x Telephone Kiosks	2.00
8			
Chq505	BT Group PLC	Costs of calls and rental charges	257.23
9	Siwoku & Bayliss Property Acc	October 2017 office rent	300.00
	L'Pool Document Systems Ltd	Photocopier usage 06/03 – 26/09	373.84
DD	Complete Security Services	CCTV installation – Sherwood Court	840.00
Bacs	Northwich Town Council	Grass cutting – September 2017	470.40
Bacs	BT Group plc	Rental & Calls – 3-month period	257.23
Bacs			
Bacs			
DD			

23. Date of the next meetings: -

Parks, Cemetery & Allotment Committee 30th October 2017

Parish Council 13th November 2017

The meeting closed at 8.09pm

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

Page 1440

Minutes of the Helsby Parish Council meeting held on 9th October 2017