

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 12th March 2018 in Hillside Primary School

Present:

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

In attendance:

Mr David Temple – resident

Mrs M Massey, Mrs D Walker, Mrs D Ormrod, Mrs H McCord, Mrs J Bailey, Mr N Massey – members of Ho Ho Helsby Working Group - HHHWG

Mr Ray Symes – resident

Chairman’s announcements: welcomed everyone and congratulated the Ho Ho Helsby Working Group and all the volunteers who did a fantastic job of organising the Christmas event for the whole of Helsby for the last 2 Christmases.

1. Public Air Time. Proposed by Cllr. Gardner, seconded by Cllr. Ellams and **RESOLVED – that the meeting be suspended for public participation – HPC45/18.** The Chairman of the Ho Ho Helsby Working Group - HHHWG addressed the members with the group’s comments and concerns briefly itemised as follows: -
 - Agenda and minutes of the Parish Council – gave examples of inaccuracies dating back to August 2017 and asked that, in the pursuit of correctness and clarity, the Clerk checked with HHHWG prior to documents being circulated;
 - HHHWG wished to restore the balance in the relationship with the Parish Council;
 - Ho Ho Helsby was not a Committee of the Parish Council or a Management Team. It was a Working Group with its own constitution, financial controls, action plans and Group organisation structure since May 2016. HHHWG did not consider itself to be ‘*without connection to the Parish Council*’ and listed the significant funds it had donated to the Parish Council since its inception;
 - Q: Should Ho Ho Helsby provide funds for more lights for the village in 2018, will the Parish Council confirm that they are happy to receive a donation and to procure the lights and reclaim VAT thereon?
 - Minute Ref. 17, Page 1417 of the Helsby Parish Council meeting held on 14th August 2017. Q: Asked if the Parish Council would retract its reference in Cllr. O’Neill’s report on HHHWG that the Group had discussed ‘having a Circus on the Parish Field’. HHHWG strongly denied this. Some of their members were against use of animals in circus acts;
 - The present Parish Council appointees on HHHWG had resigned from the group. Mrs Walker referred to Code of Conduct as it provided for membership of independent groups, subject to the appropriate disclosures of interests where relevant, and added that Parish Councillors should not feel that they cannot contribute to the event or collaborate with HHHWG if they so wished;

- Q: will the Parish Council confirm that one of its councillors will be nominated to

collaborate with HHH as the need arises? HHHWG hoped that Environment Committee would be amenable to meeting to discuss plans for real Christmas trees to be provided for the village at each of the perimeters of the A56, funded by grants. Would the Environment Committee like to be involved in the proposed plantings?

- The Parish Council had set aside £1,000 towards traffic management and £2,600 for Christmas Tree in 2018/19. HHHWG were investigating potential donation of a tree in the village which could make a saving. Q: Would the Parish Council consider using the £2,600 for other related event expenditure if there was a saving in the cost of the Christmas tree and surround?
- In conclusion, HHHWG was not distancing itself from the Parish Council and hoped that the two organisations could work together for the good of the village. A community event like HHH was nothing without volunteers and the Working Group was committed and wished to continue organising the annual event.

Cllr. Randles commented that Christmas already took a large proportion of the Parish Council's precept amount and, prior to HHHWG, the Environment Committee had investigated installing a real tree at Tesco junction but this was found not to be acceptable to the Store Manager as it could impede view of Tesco signage.

Q: HHHWG asked that they continue to come under the umbrella of the Parish Council's insurance cover. The Clerk responded that this was not possible as the Parish Council had 'no insurable interest' in Ho Ho Helsby as the organisation was a private enterprise with separate accounts and banking arrangements'. HHHWG vigorously opposed the Clerk's statement saying that they had strong financial links and had given large donations to the Parish Council since its establishment. Cllr. McKie suggested involving ChALC as conduit between the two parties and also that HHHWG contact the council's insurers.

There being no other matters brought to the Council's attention it was proposed by Cllr. Hulse, seconded by Cllr. Gardner and **RESOLVED – that Public Air Time be closed and the meeting reconvened - HPC46/18.**

2. Apologies for absence – received and accepted from Cllrs. Barry & MacPherson.
3. Declarations of interest. Cllrs. McKie, O'Neill and Randles declared non-pecuniary interest in Item 14 as all were Executive Members of the Helsby Community Sports Club.
 - 3.1 Co-Option of Central Ward Councillor – no applications received. Role being advertised on notices boards and Helsby News.
 - 3.2 Formal notice placed on 21st February for North Ward vacancy. Any ten electors in North Ward may call an election by writing to the CWaC Returning Officer before 12th March 2018. If ten electors had not exercised their right to do so, the Parish Clerk would seek approval from CWaC Democratic Services to co-opt – duly noted.
4. Police Matters
 - 4.1 PCSO Kopczyk's report as follows:
 - Youths gathering under Tesco Bridge – Network Rail had secured the area from the Tesco side. He would continue to give passing attention;

- Cycle track – continuing search for land for possible use as a Bike Park for local youths. Cllr.

- O'Neill was assisting PCSO on this matter;
- Speed Monitoring – 31 vehicles captured speeding in Primrose Lane within a 1-hour period with the highest being 51mph. All Vehicle Registration Numbers were logged. Driver of vehicle doing 51mph was stopped and given firm words of advice. This was the highest amount of speeding traffic recorded at this location. PCSO intends to increase monitoring and carry out enforcement once they have the TruCam;
 - Parish field – after viewing a post on social media regarding an incident that occurred involving 2 youths, PCSO had spoken to the witness and it had been crime. The offenders had not yet been identified. PCSOs increasing patrols in the area;
 - Theft of motor vehicle from High View – 2 males arrested for the theft along with other offences.
5. Minutes of the previous meeting. Proposed by Cllr. O'Neill, seconded by Cllr. Kimpton and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 26th February 2018 be accepted as an accurate record and duly signed by the Chairman – HPC47/18.**
 6. Matters arising from the previous meeting
 - 6.1 Erection of 23 affordable dwellings junction of Chester Road / Proffits Lane. Discharge of Condition 8. Comments had been sent in to Planning. [Proffits Lane - HPC Response to Proffits Lane Condition 8 \(18-00024-DIS\) after HPC meeting 26 Feb 2018.docx](#) See also notes from the meeting held with CWaC, MCI & Equity on 12th Feb [Proffits Lane - Notes from meeting at CWaC Council Offices EllesPort 12th Feb 2018.docx](#) Cllr. Temple reported that a resident had already come forward to be placed on the list. When the Parish Council knew what the procedure was, we could start working with CWaC to assist our residents. Cllr. Hulse informed the meeting that computers were available in the Library and staff were available to help people with the application process to apply to get on the Housing Register – duly noted.
 - 6.2 Response to CWaC Parking Consultation. Cllr. Ellams had submitted comments on the Parish Council's behalf [Parking response Feb 18.docx](#) Cllr. Ellams still awaited a reply. He sent in a FOI request to CWaC for costs. CWaC employed Mott Macdonald as consultants and the cost was £2,773.52 – duly noted.
 - 6.3 Towers Lane update from Rob Charnley – CWaC Principal Planning Officer. The Chairman read out the latest email from Rob which detailed the process for similar site in Dunham on the Hill. As there were a number of injunctions going through at the moment, each had to take its turn. CWaC Legal Team should therefore now be proceeding with getting the application for the injunction for Towers Lane listed in Court and will confirm date when he has it – duly noted.

It was at this point that Cllr. McKie gave his apologies and left the meeting. He had submitted a report that would come up later in the meeting.

7. Minutes of the Health & Safety Committee meeting held on 26th February 2018. Cllr. Gardner presented the minutes and confirmed that the 2 x General Assistants had attended the 1-day First Aid training course organised by St John Ambulance. Their certification lasted 3 years – duly noted.

8. Minutes of the Environment Committee meeting held on 26th February 2018. Cllr. Hulse

presented the minutes that included the following recommendations:

8.1 Public Space Protection Orders. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council support CWaC proposals detailed in the Public Space Protection Orders – Dog Control consultation document – HPC48/18.**

8.2 Helsby War Memorial. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council, in accordance with the War Memorials (Local Authorities Powers) Act 1923, s.1: as extended by Local Government Act 1948, s.133, employ Quadriga to undertake the following work to the Helsby War Memorial before 11th November 2018 costing £800 + VAT and £650 + VAT respectively for the following work – HPC49/18:**

- i) **Steam clean memorial, base, rear wall & paving to remove algae and superficial dirt deposits;**
- ii) **Rake out and re-point memorial.**

Quadriga also recommended other work for the area surrounding the memorial. The Environment Committee agreed that Cllr. Randles inspect said area and make a judgement / recommendation on whether the extra work / expenditure could be justified.

8.3 A Nation's Tribute and WW1 Beacons of Light 11th November 2018. The Parish Council had already committed to the scheme and would arrange to transport and light up the purpose-built beacon at the top of Helsby Hill. The National Trust was explicit in its instructions to allow the Parish Council to use its property conditionally on the proviso that the event would not be advertised as open to the public. Therefore, it would not appear in any official campaign details.

8.4 Maltby Triangle. We still awaited news from CWaC Localities Team re our request to enter into dialogue about the future maintenance / ownership of the plot of land which was currently owned by CWaC.

9. Burial Grants – no new applications received.

10. Councillor's surgery – 3rd March 18. Cllrs. Gardner, Holder and MacPherson attended. The following was discussed:

- Latham Avenue - update on Towers Lane Alvanley Traveller Site. Resident advised that the injunction was developing with a built in right to appeal until June 2018;
- PCSO Flannagan and Constable Gardner called in to ascertain if there were there any issues requiring their attention;
- Lincoln Court Residents' Association:
 - i) Local garage parking vehicles for sale on the main road – no further problems;
 - ii) Closure of Springfields and effect on local residents;
 - iii) Parking throughout the village and charging;
 - iv) Proffits Lane development and the entrance from the A56;
 - v) The Lincoln Court Resident's Association would be applying to the Marshes Community Benefit Fund for money to pay for a controlled crossing outside the building. Cllr. Gardner suggested installing a crossing in line with the A56 Footpath leading down to the Health Centre – duly noted

11.1 Cllr. McKie's report as follows:

- At CWaC Council meeting on 1st March to agree the budget the proposed Council Tax for 2018/19 was passed at 4.99%. An alternative Council Tax percentage amendment was tabled at 1.5% but this was defeated, with a named vote taken – duly noted.
- Cllr. McKie tabled to Cllr. David Armstrong the Cabinet Member for Finance requesting confirmation that capacity existed in the Budget 2018/19 to fund planned car parking facilities for Helsby. The additional authorised parking spaces were urgently required with the introduction of the Halton Curve rail link in December 2018 allowing commuters direct rail access to Liverpool and the Liverpool John Lennon Airport. A: The specific scheme mentioned was not yet with the budget, however CWaC members were aware that as and when business cases were produced for schemes such as these provisions existed within the Capital programme for example 'Local Transport Plan' to support such schemes – duly noted.

11.2 The Local Government Boundary Commission – Electoral Review of Cheshire West and Chester: Final Recommendations. Confirmation that Helsby would remain a 1-Councillor Ward. A full copy of the report was available on www.lgbce.org.uk An interactive map of the final recommendations was available at <https://consultation.lgbce.org.uk/>. Duly noted.

12. The Marshes Community Fund – next round of funding closed on 28th Feb and the Panel was considering the projects submitted. The Chairman of the Panel would send through information to Cllr. Ellams.
13. Frodsham Wind Farm – [LLC Draft Minutes 120118.docx](#) Cllr. Ellams reported that the committee were considering reducing the frequency of the meetings and that fly-tipping remained a major problem – duly noted.
14. Helsby Community Sports Club – Cllr. Randles reported the following:
 - Traveller incursion. Section 61 issued and they left peaceably.
 - Beer Festival 9th/10th March was well attended
 - Comic Relief Day planned for 18th March 18
 - Progress on the development. The 'Heads of Terms' was ready for signing by CWaC, the preferred bidder and Brookhouse.
15. Helsby Community Association – no matters reported.
16. Weaver & Sandstone Cycle Forum. Cllr. Duffy reported the following:
 - The Helsby Cycle maps were now ready for circulation. The printing was paid for by a grant received from the Helsby Grant Show. The maps depicted 'safer routes' and would be distributed to local schools, Library etc.
 - The next Forum meeting would take place on 13th March in Helsby.
17. Protos. Cllr. Temple reported that the Community Benefit Fund applications were now coming through. Maximum bids were limited to £4,000 per project. The Clerk would be applying to the fund for the 2 x defibrillators plus installation costs for the 2 x disused Telephone Kiosks belonging to the Parish Council.

18. Ho Ho Helsby. The Working Group held its AGM on 27th February 2018. The Chairman of HHHWG stated that, in the opinion of HHHWG, they were connected to the Parish Council as they made donations. The Clerk responded that the significant point was that HHHWG was not part of the Parish Council and had no formal relationship with the Parish Council.

19. Miscellaneous Matters

19.1 Request from NWAA Charity for funding. Much discussion ensued to justify a further donation as the Parish Council had already donated £150 in 2017/18. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED - that the Parish Council, in accordance with Section 137 of the Local Government Act 1972, should incur the following expenditure which, in the Council’s opinion is in the interest of the area and its inhabitants and will benefit them in a manner commensurate with the expenditure to donate £40 to the North West Air Ambulance Charity – HPC50/18.**

20. Transport Matters – Cllr. Ellams reports as follows: [Transport Update March 2018.docx](#) The Wales and Border franchise was now down to 2 bidders – duly noted.

21. Cheshire Association of Local Councils – Cllrs. Hulse reported that the association would be running a seminar on 18th April on the new General Data Protection Regulations and the NALC Toolkit. Cllrs. O’Neill, Temple and the Parish Clerk expressed a wish to attend.

22. Planning

22.1 The following comments, sent in to the Planning Authority, were duly noted: -

App No.	Address	Proposal	Comments
18/00375/FUL	14 Crescent Drive	Replacement dwelling & double garage	Neither object to or support but concern that proposal may be contrary to HNP Policy H5 & H6
18/00764/OUT	Iron Dish Farm Godscroft Lane FRODSHAM	Erection of one dwelling. <i>The Parish Council reserves the right to pass comment on the proposal which is located on the Helsby / Frodsham boundary</i>	See below

Proposed by Cllr. Temple, seconded by Cllr. Hulse and **RESOLVED – that with regard to Planning Application 18/00764/OUT (above) that the Parish Council send in comments to CWaC Planning that the Parish Council disagrees that the development of market housing at this Green Belt site is justified on the grounds that the Proffits Lane development changes the Green Belt boundary, and that the site is thus ‘infill’ for Helsby – HPC51/18.** The Proffits Lane development on green belt land in Helsby was granted as an exception to Green Belt policy only because it delivered 100% affordable housing. It was agreed to send draft comments to Frodsham Town Council, as a courtesy, prior to sending in our comments to Planning.

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

17/05304/FUL21 Kings Drive (2-storey side and sgle storey rear)	Approved
17/00124/FUL Tor View, 2 Beech Tree Walk (sgle storey side extn retrospective)	Approved
18/00195/FUL7 Hale View Road (sgle storey orangery and rear extension)	Approved
18/00197/FUL 17 Sherwood Grove (first floor side extensions)	Refused
18/00296/FUL 99 Robin Hood Lane (single storey rear extension)	Approved
18/00261/FUL 31 Old Chester Road (conversion of garage to holiday let)	Approved

23. Accounts

23.1 The new General Data Protection Regulation replaces the Data Protection Act on 25th May 2018. The Parish Council had received the GDPR Toolkit from NALC (via ChALC) which reiterated the requirement for the appointment of an independent Data Protection Office.

JDH Business Services had offered (at a fixed rate) this service to larger councils that were unable to identify an internal resource to carry out this function, or where it was not cost effective to carry out the function internally and the Parish Council decided at its Feb 18 meeting to keep on file pending the NALC information. Now that this had been received, the Chairman asked that the Parish Council re-consider employing the services of JDH Business Services for its GDPR requirements. Much discussion ensued. Proposed by Cllr. Hulse, seconded by Cllr. Duffy and **RESOLVED – that the Parish Council defer the decision to employ a Data Protection Officer until after councillors and clerk had attended the ChALC seminar on the new General Data Protection Regulations – HPC52/18.**

23.2 Bank Reconciliation. The Vice-Chairman checked the NatWest figures on his mobile app against the bank rec sheet and confirmed that they were correct. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the Bank Reconciliation Sheet detailing £173,084.51 held in balances as at 12th March 2018 be accepted as accurate – HPC53/18.**

23.3 Payments. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the following payments totalling £21,745.56 paid by Direct Debit, cheque and under delegated authority, be approved and duly noted – HPC54/18: -**

Method	To whom paid	Particulars of payment	Amount
DD	Siemens Financial Services	Quarterly charge for lease agreement	95.58
DD	Scottish Power	Electricity usage – Community Centre	148.00
DD	Water Plus	Wastewater – same	29.93
Bacs	Wirral Transport Users Assoc	Annual subs	8.00
DD	NEST	Employee / employer contrib Feb 18	78.69
Bacs	Employees 3 x Part-time	February 2018 – salaries	1,867.71
Bacs	HM Revenue & Customs	PAYE & NI on above salaries	484.85
Bacs	Mr T J O'Neill	Travel expenses – Middlewich	16.00
Bacs	Mr Chris Ellams	Travel expenses – Christleton	6.60
Bacs	Liverpool Document Systems	Photocopier usage 26/09 – 12/02	268.73
Bacs	Arndale Transport Ltd	Office rental charge for March 2018	320.00
Bacs	Weaver Horizons Limited	Our PO No. HHH/HPC/DW2	720.00
Bacs	Same	Our PO No. WVHT/HPC/02/2017	2,160.00

Bacs	Same	Our PO No. WVHT/HPC/01/2017	960.00
Bacs	Same	Our PO No. WVHT/HPC/04/2017-18	9,780.00
Bacs	Mr C Ellams	Trav expns – LJA & Merseyflow	16.40
Bacs	Mr J B Robotham	Trav expns – First Aid course Chester	7.60
Bacs	Cheshire West & Chester C	Apportionment fees 2016/17 Comm C	4,296.72
Bacs	e.on	Seasonal illumination charge	393.30
Cheque	Cheshire West and Chester C	Jan – Mar 18 Hillside hall hire charge	87.45

23.4 Hillside CP School increase in charges for hall hire. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council 1) in accordance with s.111 of LGA1972, accept the increase in hire charges from £29.15 to £35 per hire session and 2) sign the Transfer of Control Agreement (Community School) – HPC55/18.**

24. Dates of the next meetings: -

- 3rd April – Finance Committee
- 9th April – Helsby Parish Council
- 19th April – Annual Parish Meeting of the Parish Electorate
- 30th April – Parks, Cemetery & Allotments Committee

25. Part B – Exclusion of the Press and Public. Proposed by Cllr. Hulse, seconded by Cllr. Ellams and **RESOLVED – that the press and public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in paras 7, 8, 9 & 12 of Schedule 12a of the Local Government Act 1972 – HPC56/18.**

Confidential Items

26. Eccies. Proposed by Cllr. Gardner, seconded by Cllr. Duffy and **RESOLVED – that the Parish Clerk take the matter forward with the Parish Council’s solicitors – HPC56/18.**

The meeting closed at 8.37pm

Chairman’s signature..... Dated.....

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