

Helsby Parish Council

Minutes of the Helsby Parish Council meeting held at 7pm on 10th September 2018 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Chris Ellams – Chairman

Cllr. Terry O’Neill Vice-Chairman

Cllr. Stuart Hulse

Cllr. Michelle Massey

Cllr. George Randles

Cllr. Polly Barry

Cllr. John Kimpton

Cllr. Sam Johnson

Cllr. Patricia Holder

Cllr. Sarah Temple

In attendance:

Mrs Marj Thoburn – Helsby News

PCSO John Kopczyk – Cheshire Constabulary

1. Public Air Time. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill and **RESOLVED – that the meeting be suspended for public participation – HPC171/18.** There being no matters brought to the council’s attention it was proposed by Cllr. O’Neill, seconded by Cllr. Hulse and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC172/18.**
 2. Apologies for absence were accepted from Cllrs. Duffy, Gardner, MacPherson and McKie.
 3. Declarations of interest. Cllrs. O’Neill & Randles declared non-pecuniary interest in Item 14 as Executive Members of Helsby Community Sports Club. Cllr. O’Neill also declared non-pecuniary interest in Item 20 as Executive Member of ChALC. Cllr. Ellams declared non-pecuniary interest in Item 6.3 as he was acquaintance to the resident. The Parish Clerk declared pecuniary interest in Item 9 as the applicant.
 4. Police Matters
 - 4.1 PCSO Kopczyk’s report:
 - Anti-social Behaviour (ASB) – the summer had been relatively calm with only a handful of incidents. Photographic evidence had identified the 3 girls involved in the ASB relating to incident at Headlines Latham Ave. PCSO would be speaking to parents of those involved. To allay members fears, PCSO had checked records and there had been only 18 ASB incidences reported on Latham Ave in the last 2 years;
 - Springfields – spoken with site manager who was hoping that demolition would take place around mid-September;
 - TruCam – used 3 times on Primrose Lane. 33 captured with the highest being 44mph. PCSO will continue to use the device in areas of concern. A56 Chester Road was now suitable to deploy TruCam;
 - Local Beat Meetings for Sept: 11th at 5.30-7pm Library, 22nd at 3-4pm JTO Tea Rooms, 28th at 2-3pm Tesco Library.
- PCSO was notified of the following concerns: -
- Table Tennis table at Sherwood Court had evidence of fire damage. Drug paraphernal found inside the wooden shelter;
 - Untaxed, untested & uninsured vehicles parked on the main road outside the local garage;
 - M56 roadworks signs were hard to read – this was a matter for the Highways Agency;
 - Horse & Jockey development. Builders parking vehicles on the road (single white line) and obstructing the pavement for pedestrians.

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 13th August 2018 be accepted as an accurate record and duly signed by the Chairman – HPC173/18.**
6. Matters arising from the previous meeting.
 - 6.1 Towers Lane Traveller Site Alvanley. Rob Charnley had responded and sent the timeline for the site from the decision issued in relation to the appeal upholding the enforcement notice allowing 12 months for compliance issued on 19 05 16 to the injunction application filed at the High Court on 10 07 18 – duly noted.
 - 6.2 Cheshire Energy Research Field Site. The next Community Engagement Event at Elton would take place at 5-9pm on 11 09 18 at Elton Community Centre – duly noted.
 - 6.3 Horse & Jockey sign. A Helsby resident (wishing to remain anonymous) had purchased the sign for £150 and had offered it to the Parish Council for the same purchase price. After much discussion it was proposed by Cllr. Temple, seconded by Cllr. Johnson and **RESOLVED – to write to the resident explaining that the Parish Council did not think it an appropriate use of public funds but that it would be grateful if the sign was gifted to the Parish Council who would investigate a suitable place to display said sign acknowledging the generosity of the resident – HPC174/18.**
 - 6.4 Old Chester Road Bridge. Much discussion followed about the length of time of the road closure and the lack of action by both CWaC Bridges / Highways and Cholmondeley Estates (the bridge owners). It was proposed by Cllr. O'Neill, seconded by Cllr. Barry and **RESOLVED to write to the Chief Executive of CWaC to express concerns about the length of time that the people of Helsby have been inconvenienced with the road closure – HPC175/18.** Cllr. O'Neill was asked to draft the letter that will give timescales and to copy everyone in. Proposed by Cllr. Hulse, seconded by Cllr. Temple and **RESOLVED – to write to Chalc seeking legal advice on the length of time a road can be closed without any legal action being taken by the appropriate authority – HPC176/18.**
7. Minutes of the Health & Safety Committee meeting held on 28th August 2018. The Chairman presented the minutes that were received and noted.
8. Minutes of the Environment Committee meeting held on 28th August 2018. Cllr. Hulse presented the minutes that included the following recommendations: -
 - 8.1 New planters. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED 1) to contact Gareth Jones (Honeywell) to seek permission to place two Helsby motif planters on land opposite Land of Beds; 2) to order 2 x Linden Green planters (with Helsby motif) from Amberol (expenditure in accordance with s.144 of LGA 1972); 3) to write to the family of Ken Griffiths thanking them for their offer but that it remains the Parish Council's policy to purchase the planters to ensure continuity of the ongoing sponsorship scheme – HPC177/18.**
 - 8.2 Doggy Bin. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council, in accordance with expenditure under ss. 5, 6 of the Litter Act 1983, purchase a Fido 25 doggy bin from Glasdon costing £103.82 incl VAT – HPC178/18.**
 - 8.3 Litter bin. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council apply to CWaC for licence to place a litter bin on the highway at the top of Rake Lane (near entrance to the cut-through to Vicarage Lane) subject to CWaC agreeing to empty said bin – HPC179/18.**

- 8.4 Remembrance Day. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the 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 purchase a Civic Poppy Wreath for Remembrance Day Sunday, 11th November 2018 – HPC180/18.**
- 8.5 Roadworks. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to write to CWaC Highways with request that they abide by the statutory obligation to send out TRO for any work or temporary closures on the highway in Helsby – HPC181/18.**
- 8.6 Christmas Tree installation. Northwich Town Council had provided a quote to supply a 25-foot Christmas Tree plus all other associated work and Ho Ho Helsby Working Group had agreed to work with for the installation. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council, in accordance with expenditure under s.144 of LGA1972, employ Northwich Town Council to install a 25-foot Christmas Tree plus all other associated materials and work costing £2,225 + VAT = £2,670 – HPC182/18.**
- 8.7 Christmas Illumination Installation 2018 – discussed under Part B at the end of this meeting.
- 8.8 Lights for Christmas Illumination. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council, in accordance with expenditure under s.144 of LGA1972, purchase 60 sets (6,000 LED diodes) of 230v cool white LED mini bulbs on 10m long black rubber inter-connectable cables with 8 No. ACDC leads from LITE costing £1,650 (+ VAT and carriage) = £2,028 or thereabouts – HPC183/18.**
9. Burial Grants. Proposed by Cllr. Temple, 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 CRS10 Cremated Remains strip in Helsby Public Cemetery, Old Chester Road received from Mrs J E Hughes of Alvanley – HPC184/18.**
10. Councillor's Surgery. Cllrs. MacPherson, Massey & Temple attended the surgery held on 1st September when the following matters were discussed: -
- Horse & Jockey development, including fate of pub sign;
 - Plans for Springfields;
 - Concern that double yellow lines had not been reinstated from Morrisons onto Church St Frodsham following roadworks – request passed to Frodsham Town Clerk;
 - Cabling/highway works by High School, opposite side to Proffits Lane works;
 - Post Office move;
 - Old Chester Road bridge;
 - Trees needing trimming near Lincoln Court – resident will confirm exactly which ones at next surgery;
 - Cyclists on footpaths
 - Thanked the Parish Council for holding the surgeries.
11. Cheshire West and Chester Council matters
- 11.1 Cllr. McKie had sent in apologies.

- 11.2 Outstanding Section 106 money for public art (£49,243 held with CWaC). Members came up with ideas and the Clerk was asked to contact Newtown Parish Council in Powys about the silhouette figures of WW1 soldiers. Cllr. O'Neill and the Parish Council would take ideas with them to the meeting with Ms Clapson from the Art & Entertainment Dept to seek advice on how the money could be spent in Helsby.
- 11.3 Street naming for Horse & Jockey site. CWaC had chosen (after consulting Helsby Parish Council) Saddler Close as suitable. Cllr. Hulse reported that it was the centenary of WW1 and it was fitting to name roads after the fallen – duly noted.
- 11.4 Leisure Services Review. Cllr. O'Neill reported that he still had not received a response from Localities with the survey results – duly noted.
- 11.5 Roadworks. Cllr. Hulse reported the roadworks at Maltby junction and that the footpath had been closed between Robin Hood Lane and Crosland Terrace – duly noted.
- 11.6 Rake Lane. Cllr. Randles reported that the gutters were filling up and not being emptied and that grass verges were growing and not being cut. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – to invite Ms Sarah Dobbins (Senior Localities Officer) to the next full council meeting to seek responses to matters raised – HPC185/18.**
12. The Marshes Community Benefit Fund – the Parish Council had applied to the fund for money towards defibrillator installation in the two phone boxes – duly noted.
13. Frodsham Wind Farm – no matters reported.
14. Helsby Community Sports Club – Cllr. Randles reported that CWaC had still not signed the Adherence Agreement. Cllr. McKie had organised a meeting with the Acting Chief Executive Charlie Seward and Lisa Harris when Mr Seward promised that the matter would be arranged within 7 days. CWaC have asked for outright ownership of the new club and will lease it to Helsby Community Sports Club for 99 years.
15. Helsby Community Association
- 15.1 Booking Secretary's Role. The Clerk reported that Mr Peter Connor had expressed interest in taking over the role when Mr Culverhouse retired. This could also be an opportunity to review the relationship between the Parish Council and the Community Association and, during the course of this, the new lease with CWaC for the Community Centre. The Clerk was asked to set up a meeting with Mr Connor, members of the Parish Council and the officers of Helsby Community Association.
16. Cycle North Cheshire. The next meeting would take place on 12th Sept.
17. Protos – next meeting 4th October (for the Community Benefit Fund review) and 10th October (Community Forum) – duly noted.
18. Miscellaneous Matters
- 18.1 IGas Energy Plc tour of existing site on Grinsome Road Ince. To receive a report from Cllr. McKie at the October meeting.

18.2 Review of Helsby Neighbourhood Plan. Mr David Temple had asked to participate in the proposed review. Cllrs. Barry, Hulse and Temple also volunteered and Mrs Betty Grieve had asked to be involved. All of the aforementioned (with the exception of Cllr. Barry) were on the original steering group. Proposed by Cllr. Temple and seconded by Cllr. Kimpton and **RESOLVED – 1) that the Parish Council form a Helsby Neighbourhood Plan Review Group; 2) that Mr Rob Mackenzie be invited to join the group which may include a charge for his services; 3) that a meeting be set up with all interested people – HPC186/18.**

18.3 Planters. Proposed by Cllr. Temple, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council, in accordance with s.144 of LGA1972, purchase winter pansies from Singleton House Farm Nursery for the 17 planters (Mrs Thoburn to confirm number of trays required after speaking to her sponsors) – HPC187/18.**

19. Transport Matters. The members received a full written report from Cllr. Ellams. The opening of the Halton Curve had been deferred to May 2019 due to lack of rolling stock. The Flying Scotsman had been cancelled due to necessary works.

20. Cheshire Association of Local Council

20.1 Annual Meeting taking place at 7-9pm on 25th October in Middlewich Civic Hall. Cllrs. Hulse, O'Neill and the Parish Clerk attending – duly noted.

20.2 Each member council was allowed to put forward a motion at the AGM. The closing date for submissions was 14th September 2018. Cllr. Temple asked if the Parish Council would consider putting forward the following motions: -

Proposal for Motion 1 – *This meeting calls upon Chalc to ask CWaC to remove the geographical cascade approach to allocation of affordable housing in rural exception sites so it does not include anywhere within the CWaC area or UK-wide but is instead limited to the parish where the rural exception site is located, or adjoining parishes if appropriate. Planning permission for such rural exception sites is only granted because a local need has been demonstrated e.g. by an up-to-date independent housing assessment prepared by, or in collaboration with, the Parish / Town Council. Widening the geographical area beyond the local area leads to exploitation of rural exception site planning policy by speculative developers and does not encourage developers/housing associations to review house prices so they are truly “affordable” for the local community.*

Proposal for Motion 2 – *This meeting calls upon Chalc to lobby CWaC so that Traffic Regulation Orders for road closures are issued and notified in timely fashion to the relevant Parish / Town Council. Helsby has the example of Old Chester Road and other member councils may have had similar problems.*

Proposed by Cllr. Temple, seconded by Cllr. Randles and **RESOLVED – that the Parish Council put forward two motions for the consideration of the members attending the ChALC AGM on 25th October – HPC188/18.**

21. Planning

21.1 The following comments were sent in to the Planning Department: -

App No.	Address	Proposal	Comments
18/02951/FUL	1 Cambridge Gardens	Extension to rear	No objections
18/03053/OUT	Land at Tesco Stores Helsby	Outline application for a commercial pod (use classes A1, A3 or A5)	No objections

21.2 The following decisions, received from the Planning authority, were duly noted: -
 18/01005/FULLand adjacent to The Spinney Alvanley Rd (conversion of exist reservoir) Approved
 18/02303/FUL 3 Windsor Drive (single storey rear extension plus dormer windows) Approved
 18/02508/FUL 17 Lodge Hollow (single storey side and rear extension) Approved

21.3 Refusal of dwelling on Godscroft Lane Frodsham. Although the application site was in Frodsham, Helsby Parish Council had exercised their option to comment and had sent in objections to the proposal for a single market house on the grounds that it was greenbelt and not rural exception site – duly noted.

22. Accounts

22.1 Bank Reconciliation Sheet. The Chairman had checked the figures on his mobile app against the NatWest accounts and confirmed that they were correct. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED that the Bank Reconciliation Sheet detailing £242,150.86 held in balances as at 10th September 2018 be accepted as accurate – HPC189/18.**

22.2 Payments. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the following payments totalling £3,536.74 paid by direct debit or under delegated authority be approved and duly noted – HPC190/18.**

Method	To whom paid	Particulars of payment	Amount
D/D	Water Plus	Wastewater – Helsby Community Cent	29.58
D/D	Scottish Power	Electricity – same	97.00
Bacs	Cheshire Assoc of Local Councils	Code of Conduct trg Duffy/Clerk	70.00
Bacs	Arndale Transport Limited	Office rent - September 2018	320.00
Bacs	Northwich Town Council	Grass cutting July 2018	235.20
Bacs	Mr S Jones	Weedkiller and petrol for mowers	26.45
D/D	NEST	Employee/er contribution Aug 2018	141.66
Bacs	3 x part-time employees	August 2018 salaries	1,892.49
Bacs	HM Revenue & Customs	PAYE & NI on above salaries Aug 18	519.52
B/Trans	Jeanette Hughes	Travel – Northwich TC £9.60 Stamps purchase £58.00 Utilities for Eccies £100.66 Spare keys for office £20.00 Stationery £16.58	204.84

22.3 External Audit of the Parish Council’s Accounts for 31st March 2018. BHIB had returned the Annual Governance & Accountability Return (AGAR) with no matters to report to the Parish Council. The Council was obligated to display sections 1, 2 & 3 of AGAR and Notice of Conclusion of Audit for at least 14 days as soon as reasonably possible before the 30th Sept and that the AGAR must be made available for public access for a period of not less than five years. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill and **RESOLVED – to accept the External Audit of the Councils’ accounts for Year Ending 31st March 2018 undertaken by BHIB and to note that there were no matters reported to the Parish Council – HPC191/18.** The Clerk was thanked.

23. Date of the next meetings: -

Human Resources Committee	17 th Sept Cancelled – no matters to discuss
Finance Committee	24 th September 2018
Helsby Parish Council	8 th October 2018

24. Exclusion of the Press and Public. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill 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 on paras 7, 8, 9 and 12 of Schedule 12a of the Local Government Act 1972 – HPC192/18.**

PART B

25. Confidential Items

25.1 Follow-up item regarding lands and leases.

25.2 Christmas Illuminations 2018/19. Proposed by Cllr. Hulse, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council, in accordance with s.144 of LGA1972, employ the services of AMR Technical to undertake 1) supply & install Control Gear in columns 92 & 94; 2) to tree wrap 2 x trees nearest to said lighting columns; 3) to test, install (56 features) and to remove to local storage point (when the season was over) - HPC193/18.**

The meeting closed at 8.08pm

Chairman’s signature..... Dated.....

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