

Helsby Parish Council

Minutes of the Parks, Cemetery & Allotments Committee meeting held at 7pm on Monday, 29th April 2019 in the Committee Room

Present:

Cllr. Sarah Temple – Chairman
Cllr. Alan Gardner

Cllr. John Kimpton – Vice-Chairman
Cllr. Patricia Holder

Cllr. Terry O’Neill

- Public Air Time. Proposed by Cllr. Kimpton, seconded by Cllr. Gardner and **RESOLVED that the meeting be suspended for public participation – PCA05/19.** There being no matters brought to the committee’s attention, it was proposed by Cllr. Kimpton, seconded by Cllr. Gardner and **RESOLVED – that Public Air Time be closed and the meeting reconvened – PCA06/19.**
- Apologies for absence were received and accepted from Cllrs. Ellams and Randles.
- Declarations of disclosable pecuniary interests in accordance with s.33 of the Localism Act 2011. None reported.
- Minutes of the previous meeting. Proposed by Cllr. O’Neill, seconded by Cllr. Kimpton and **RESOLVED – that the minutes of the Parks, Cemetery & Allotments Committee meeting held on 21st January 2019 be accepted as accurate and duly signed by the Chairman – PCA07/19.**
- Matters arising from the previous minutes – none reported.
- The Parks, Cemetery & Allotments Committee budget for 2019/20 was duly noted - see table:

Budget Headin g Code	Description	Budget 2019/20 £	Budget Spend To Date £	Predicted To 31/03/20 £
201	Allotment maintenance	600	0	600
202	Allotment water charge	200	0	200
212	Cemetery maintenance	800	0	800
212a	Cemetery repairs/renewals	400	0	400
213	Parks maintenance	1,700	480 ^(a)	1,700
214	Park grass cuttings	3,500	0	3,500
215	Park equipment	2,000	0	2,000
222	Materials	300	0	300
226R	Soft safety surface	8,000 ^(b)	0	8,000
260R	Future burial provision	3,566 ^(c)	0	3,566

- Work carried out in 2018/19 by Old Vicarage Tree Surgery. Invoice received after year end accounts had been closed off – duly noted.
- To build up reserve fund specifically for replacing surface underneath the toddler play area.
- The figure is 50% of the income received in the year 2017/18.

7. Parks, Cemetery & Allotments Committee expenditure – 5-Year Plan. Cllr. O’Neill had prepared the estimates for the committee’s approval. The final figures were now in the plan. Cllr. Temple had sent in some comments, that would be included in the plan, about maintaining the council’s lands and to continue providing and maintaining allotments.

- (i) Re-surfacing the soft safety surface in the Children’s Play Area. Teen and swing area complete. Committee to continue placing £8,000 in reserve as the toddler area will require replacement in the new few years.

The plan didn’t include replacing play equipment but, when the time came, the committee would source possible funding streams including Section 106 / Community Infrastructure Levy, or grants from WREN (Landfill Tax) and Marshes Community Benefit Fund (Windfarm money).

- (ii) Circumference pathway around the Parish Field - complete
- (iii) Painting of park railings – complete. Cllr. O’Neill (author of the 5-Year Plan) had asked that the committee to consider forecasting actual costs when the time came to undertake the next round of painting work in 2023. A cost of at least £9,000 would be used (based on costs in 2018 of £5,732 for the park railings and £3,102 for the cemetery railings/allotment gates).
- (iv) Flooding slot drain The Eccies – RSK has agreed to undertake this work.
- (v) Domed litter bins for children’s park – complete

7.1 Balance of Section 106 money for children’s play / open space / public art.

- (i) Landscape Architect fees and dropped kerbs application (field pathway project) There is still £1,241 amount owing to Helsby Parish Council which is being progressed by the Senior Localities Officer.
- (ii) The committee had some initial thoughts about renewing the youth shelter but agreed to obtain a price for re-painting – for discussion under Item 10.2.
- (iii) Following the pathway project, members of the public had asked for overhead lighting all the way along the path that links Lower Robin Hood Lane and Parkfield Drive – for discussion under Item 10.1.
- (iv) Security cameras overlooking the children’s play area proposal. The Clerk had contacted Complete Security Services to try and arrange a meeting with them and Scout leaders to discuss the possibility of ‘piggy backing’ their security system. The clerk will contact CSS to enquire about progress.

8. Queens Drive (QD) and Old Chester Road (OCR) Allotment Gardens.

- 8.1 Waiting List – 5 x Helsby families on the list. One wanting QD only. One wanting OCR only and the remaining 3 – no preference stated. Duly noted.
- 8.2 Allotment inspection. Cllrs. Temple and Kimpton undertook the inspection on 28th. Both sites were in good order with the exception of 3 plots on QD and 1 plot on OCR which would receive Stage 1 letters giving them 30 days to put their plots in order.
- 8.3 The Old Chester Road Allotment Association had kindly agreed to undertake the Slow Work count in 2019. Slow Worm activity was down in 2018 thought due to the very hot and dry prolonged weather.

9. Children's Play Area

- 9.1 Damage to one of the picnic tables. Winsford Town Council's monthly inspection highlighted a potential safety issue which the Clerk had acted immediately to resolve. The table had been removed (at a cost of £398 net of VAT) and was being stored with Northwich Town Council. The committee considered the options one of which was to replace the damaged section. This was possible due to the bench being sectional. The remainder was in very good shape. Proposed by Cllr. Kimpton, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council be RECOMMENDED to employ Northwich Town Council to replace and install and return to site, the damaged section of the concrete picnic table costing £566 (net of VAT) – PCA08/19.**
- 9.2 RoSPA Play Safety Inspection Report. The Committee worked through the report, which showed no safety concerns but picked up on recommended remedial tasks as follows: -
- (i) Tyre replacement Cable Rider – Northwich Town Council supplying quote
 - (ii) Cradle swing – put quote on file and see if there's any money at the end of the year to replace parts (see Item 9.3)
 - (iii) Touch painting of small area on toddler swing bay. Obtain quote from Whittles when obtaining quote for Sherwood Court equipment.
 - (iv) Tidy up damaged basketball board (see Item 10.2).
- 9.3 Junior swing. Bearings and couplings are showing signs of wear and require replacement. The Clerk had invited quotes from HAGS UK (the original suppliers) and Northwich Town Council. As the RoSPA report did not mention bearings and there was only a minimal amount of notching on the couplings, it was agreed to wait until the end of the year to see what money remained in the budget before re-visiting the possibility of replacement.

Contractor	Supply of parts £	Installation costs £	Total (net of VAT) £
HAGS	720	825	£1,545
Northwich Town Council	760	294	£1,054

10. Parish Field

- 10.1 To discuss lighting options for the bottom path. One of the possibilities was advising pedestrians to use a different route around the lower area of Parkfield Drive that linked into Lower Robin Hood Lane during the hours of darkness. The committee did not think that there would be enough sunlight in the winter months to power solar lights. It was agreed to arrange a site meeting with Cllrs. Temple, Gardner & Randles and an advisor from KDE to look at options for installing lighting along the top and bottom paths.
- 10.2 Quotation for re-painting Teen Shelter and Basketball Board. The Clerk added the Basketball Board on to the quote due to the state of it. The committee fully discussed the Whittles quote £1,082 (net of VAT) for the Teen Shelter and £111 (net of VAT) for the Basketball Board. Proposed by Cllr. Kimpton, seconded by Cllr.

RESOLVED – that the Parish Council be RECOMMENDED to employ Whittles Programmed Maintenance to undertake the painting of the Teen Shelter (dark green) costing £1,082 (net of VAT) and to strip off all the loose material on the basketball boards costing £111 (net of VAT) – PCA09/19.

11. Cemetery.

- 11.1 Query from Lincoln Court Residents Association about trenches getting filled with water around some of the graves in the cemetery. From the Clerk's knowledge of the cemetery, she thinks that it's the space between some of the graves sinking and filling with water during the inclement weather. The General Assistant strims the areas that are difficult to reach with the mower. Cllrs. Temple and Kimpton inspected the cemetery on 28th April and could not find any waterlogging or troughing in the cemetery.
- 11.2 The Clerk reported that Frodsham Cemetery had only 8 full size burial plots available in the existing cemetery although adjacent land had been purchased to extend. The Clerk reiterated that Helsby Public Cemetery was for Helsby residents and typically did not allow non-residents to be buried other than those going into existing graves.

12. To discuss any urgent matters requiring immediate attention – no matters reported.

13. Date of the next meeting – 29th July 2019 (subject to full council approval)

The meeting closed at 7.37pm

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

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