

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 14th October 2019 in the Upper Hall of Helsby Methodist Church

Present:

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

In attendance:

PCSO Niall Dudley – Cheshire Constabulary

Chairman’s announcements – The Chairman thanked Cllr. Andy MacPherson for his Commercial expertise re progressing the draft lease for Parish Office within Helsby Community Sports Club development. He went on to express the sad news that Cllr. Mallie Poulton had resigned his post on Helsby Parish Council with immediate effect.

1. Public Air Time. Proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that the meeting be suspended for public participation – HPC162/19.** There being no matters brought to the member’s attention it was proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC163/19.**
2. Apologies were received and accepted from Cllr. Mags Porter.
3. Declarations of interest. Cllrs. O’Neill and Randles declared non-pecuniary interest in Item 17.1 as both were Executive Members of Helsby Community Sports Club.
 - 3.1 Vacancy for South Ward Councillor. Following the resignation of Cllr. Mallie Poulton, the Clerk had contacted CWaC to request permission to advertise the vacancy in the formal manner. Awaiting response.
4. Police Matters
 - 4.1 PCSO Niall Dudley’s report as follows: -
 - Speeding – gave full report on TruCam usage. Currently Helsby has two enforceable roads. Chester Road has up to five different locations to use the TruCam on and then there’s also Primrose Lane. With regards to making further roads enforceable, PCSO relies on written complaints from residents which he can then submit as evidence to aid this;
 - Speedwatch – still hoping to resurrect in Helsby. Frodsham is willing to allow Helsby the use of its equipment;
 - Anti-Social Behaviour – theft of exhibits from Scarecrow Trail (ongoing investigation), damage to flowers in planters (caused by inebriated male caught on camera but not sufficiently clear to identify) and smashed bus stop outside Lincoln Court (bus stops damaged in Mickle Trafford & Alpraham same night);

- County Lines – spreading awareness that drug gangs are using children and vulnerable people to deal and carry drugs across county boundaries;
- New team member – PC Mike Henry has replaced PC Steve Gardner as the local beat manager and will be working closely with PCSO Dudley;
- Social Media. Facebook Account is Helsby Police and Twitter account is @HelsbyPol;
- Police Surgeries Helsby High School 15/10 – 19:00-20:00, 21/10 12:00-13:00, 24/10 – 16:00-17:00, 01/11 – 10:00-11:00, 09/11 – 10:00-11:00, 11/11 – 12:00-13:00. Helsby Tesco Café 24/10 – 16:00-17:00, 04/11 – 16:00-17:00, Helsby Library 19/10 – 11:00-12:00, 30/10 – 11:00-12:00.

Other matters:

- In PCSO Dudley's opinion, local police need to be more public facing;
- He confirmed that 20 mph speed limits could be enforceable but, again, residents must write in to give it credence. A road has to have a look and a feel of a 20-mph road to be enforceable.

4.2 Helsby Trucam and Speed Management Report – received from Matt Walton Senior Governance & Performance Officer Cheshire Constabulary – duly noted.

5. Minutes of the previous meeting. Proposed by Cllr. Duffy, seconded by Cllr. Randles and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 9th Sept 2019 be accepted as an accurate record and duly signed by the Chairman – HPC164/19.**

6. Matters arising from the previous meeting not covered elsewhere in the agenda

6.1 Closure of Old Chester Road for Bridge work. Cholmondeley Estates has responded to our request saying that *“The contractor will produce the construction phase risk assessment and method statement at the appropriate time and we will let you have copies of these, once available. It would appear progress is being made on the retaining wall and we are therefore stepping up liaison with local authority and contractors etc”*. Cllr. O'Neill commented that after two and a half years since the start of the road closure, Cholmondeley still hadn't appointed a contractor and he doubted they'd even manufactured the concrete sections. Cllr. Temple reported that the diversion route, Crescent Drive, was getting badly potholed due to the extra traffic. Members acknowledged that a Robin Hood Lane resident had taken matters into his own hands and had written to Cholmondeley Estate and CWaC Cllr. Paul Bowers – Cllr. O'Neill was liaising with the resident directly. Proposed by Cllr. O'Neill, seconded by Cllr. Johnson and **RESOLVED – to write to Cholmondeley Estates to enquire if the replacement bridge had been manufactured yet – HPC165/19.** Proposed by Cllr. O'Neill, seconded by Cllr. Barry and **RESOLVED – to write to CWaC to ask if they could impose legal pressure on Cholmondeley to replace the bridge so that Old Chester Road can be re-opened – HPC166/19.**

6.2 Sandstone Wall – Horse & Jockey development. To date, we had not received a response from Hall and Co. Developments re our request for them to tidy up the end of sandstone wall to make it more presentable at the kerbside. Proposed by Cllr. Temple and **unanimously agreed - to write to Hall & Co to seek an acknowledgement that the original letter had been received and to ask when they would be erecting the railings to comply with condition of planning consent – HPC167/19.**

6.3 RSPB – thank you letter for £100 donation (in memory of ex Cllr. Sylvia Crossley-Jones) – duly noted.

- 6.4 Parkfield Drive Cul-de-sac adjacent to Lower Robin Hood Lane. Request to re-instate barrier scheme. Highways has passed to Tech CO-Ord Team to look at – duly noted.
- 6.5 Enforcement Policy Consultation – Lyn Collins CWaC Operational Support Lead has confirmed that the Parish Council's comments will be included in the consultation responses – duly noted.
7. Minutes of the Human Resources Committee meeting held on 30th September 2019. Cllr. O'Neill presented the minutes: -
- 7.1 Planning for replacement Parish Clerk. Proposed by Cllr. O'Neill, seconded by Cllr. Barry and **RESOLVED that the Parish Council agreed points i)-iii) – HPC168/19**
- i) **New Clerk needs to be in place ideally by end January 2020;**
 - ii) **Requested support from ChALC re generic documents and advertising (subject to confirmation);**
 - iii) **Recruitment panel. Cllrs. Porter, Duffy and Mrs Jackie Weaver (the latter's appointment is subject to confirmation).**
8. Minutes of the Finance Committee meeting held on 30th September 2019. Cllr. O'Neill presented the minutes: -
- 8.1 Christmas Illuminations. Proposed by Cllr. O'Neill, seconded by Cllr. Duffy and **RESOLVED that Budget Heading 228 be reduced by £5,000 and that a new budget of £5,000 be created to meet the expenditure of marking VE Day on 8th May 2020 – HPC169/19.**
- 8.2 Road closures for public events. CWaC had written saying that from 2020/21 onwards, the local constabulary would not be supplying its staff to undertake road closures (e.g. Remembrance Day) as they would be needed to police the events taking place around the borough. From 2020/21 any road closures for public events must be funded by local communities e.g. employing Traffic Management companies and following guidelines. Proposed by Cllr. Hulse, seconded by Cllr. Barry and **RESOLVED – to write to the Chief Constable of Cheshire Constabulary to inform that Helsby Parish Council believes it to be unreasonable for them to withdraw local police support for road closure for national public events and that we request that Helsby PCSO remains in Helsby for the annual road closure for 15 minutes on Remembrance Sunday for roll call and wreath laying – HPC170/19.**
9. Burial Grant –no new applications received.
10. Councillor's Surgery. Cllr. Duffy circulated the report by email relating to the matters that were discussed at the surgery held on 7th September that he attended along with Cllrs. Kimpton, Holder and CWaC Cllr. Paul Bowers – duly noted. Briefly: -
- Latham Avenue resident
- Towers Lane Alvanley Traveller Site – no further information imparted;
 - Lincoln Court Residents' Association
 - Trees blocking light in the Chester Road verge – Clerk to send in request to Street Scene
 - Latham Avenue – pavement was in poor shape;
 - Crosland Terrace – recent roadworks made big improvement;
 - Progress re Old Chester Road Bridge. Retaining wall of adjacent dwelling was being replaced;
 - Sent in petition (54 names) asking Highways for double yellow lines at the top of Lower

- Pleased that Network Rail had painted double yellow lines from junction with Church Street Frodsham to Morrisons;
- Hedges at rear of Hemlegh Vale backing onto main road. All the hedges were overgrowing into the pavement on the main road. Clerk sent request to Highways for assistance. *Hedges were now being cut thanks to the timely assistance of Cllr. Hulse;*
- Springfield site progress – none known.
Sandringham Avenue resident
- Vehicles parking too near the junction with Crescent Drive.

11. Cheshire West and Chester Council

11.1 Cllr. Bowers was not present nor had he sent in a report.

11.2 Parking in the village and around the station. Evidence was now being collected and sent through to Highways to enable staff to make preliminary investigations prior to arranging a meeting with Parish Councillors. Councillors were asked to forward anything else that they thought needed to be included before a meeting could take place. It was agreed that Cllrs. Ellams, Temple, Hulse and O'Neill attend the event 'Getting to know you – Streetcare and Highways' where officers from Highways would be present prior to arranging a meeting date in Helsby.

11.3 Proposed conservation area. Cllr. O'Neill reported the following information from the inaugural meeting he attended with Cllr. Ellams, Mrs Sue Lorimer and Lauren from CWaC: -

- Scope & examples;
- Mapping the area;
- Area will include Alvanley Road, Helsby Quarry and along to Bates Lane. Initial liaison with those living within the proposed area was positive;
- Appraisal needed to break down areas into characteristics;
- A designated conservation area would help with planning applications;
- Importance of including a consultation within the process and having the Parish Council on board.

11.4 Proposed 20 mph Speed Limit Cable Drive Helsby in line with the council's policy to introduce 'signed only' 20 mph speed limit, where appropriate, on all residential roads and outside schools. Proposed by Cllr. Temple, seconded by Cllr. Duffy and **RESOLVED – to write to CWaC Highways Commissioner objecting to 20 mph speed limit on Cable Drive on the grounds that it is considered to be a waste of public funds however, if the residents of Cable Drive want 20 mph, the Parish Council would be prepared to reconsider its response – HPC171/19.**

11.5 TRO 2619 Temporary Prohibition of Traffic Robin Hood Lane for approximately 7 days commencing 13th November for urgent UU work – duly noted.

11.6 Getting to know you – Streetcare and Highways. A venue had been organised at 6pm on Tuesday 29th October where officers from the Council's Streetcare and highways teams will introduce the 'love your streets' campaign, which was developed to support residents to maintain and improve where they live through;

- a streamlined and improved on-line reporting system and
- a new team of officers that will work with local councils and volunteers to make environmental improvements

Already discussed in Item 11.2 above.

12. The Marshes Community Benefit Fund. Cllr. Ellams had no matters to report other than the next round of funding would take place in December 2019 – duly noted.
13. Frodsham Wind Farm – Cllr. Ellams reported that there had been no meetings since before May 2019. As the liaison meeting were a condition of planning consent, Cllr. Ellams would investigate why none had been arranged and report back.
14. Helsby Community Association. Cllr. Holder reported the following: -
 - Ongoing parking issues especially when multiple groups wanted the use of the parking facilities;
 - VE Day – HCA offered full use of hall and Committee Room;
 - Quiz Night 8th November. Cllrs. O'Neill, Barry, Temple, Porter & Mr Dave Temple and Mr M Walker would make up a team.
15. Cycle North Cheshire – no new matters reported.
16. Protos – Cllr. Temple reported the following: -

Community Benefit Fund meeting 2nd Oct

 - Several ongoing/completed projects were reported including Hornsmill Primary School completing installation of new audio-visual equipment;
 - New applications approved for Elton allotments, electricity supply to Ince village lamp, an after-school music project Elton Primary (funding for music project will be stretched across 2019 & 2020);
 - Peel had confirmed funds would be provided for 2020 and announced that the amount would be increased from £30k to £40k;
 - Next CBF meeting 19th Feb – applications to be submitted by 12th Feb 2020.

Community Forum meeting 9th Oct

 - CWaC reps reduced to 3, representing wards adjoining Protos i.e. Frodsham (Cllr. Dawson), Helsby (Cllr. Bowers) and Gowry Rural (Cllr. Heatley). This was unlikely to make any difference as Cllrs very rarely attended the Forum meetings.
 - Peel have prepared a Community Newsletter, with an update on Protos plans and featuring community projects enabled by the benefit fund. It will be sent to all households in the WA6 CH2 areas.
 - There was an official opening of the biomass facility the week before the Forum (members had not been notified in advance) The facility was currently closed for maintenance.
 - Cllr. Temple would be meeting Peel and their contractor on 29th Oct to review air-quality data gathered from the Eccies monitoring station. Air quality data, taken before and after the biomass plant became operational, was a condition of the planning permission.
 - A planning application had been submitted by Waste2Tricity for a facility to produce hydrogen from unrecyclable plastic. The innovative technology was a spin-out from University of Chester. Helsby Parish Council - HPC had been notified and comments are due back by 23rd Oct
 - The planning application to produce BioSNG (Bio Synthetic Natural Gas) from waste wood or RDF is still awaiting a decision and is expected to go before the November planning committee. One objector was the owner of the biomass facility who argue there is insufficient waste wood to support the project.
 - The British Geological Survey – BGS plans for a Geoenergy Observatory had been approved

and work was expected to start Spring 2020. A community liaison group was meeting 26th Nov. HPCs rep on that group (Cllr. Barry) was in touch with BGS.

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- Peel are aiming to close the deal with Covanta for the Energy from Waste facility by end Oct. Sisk have been appointed as contractors for the Phase 2 infrastructure work which will start when the deal is closed. No timescales mentioned for the plant itself.
- Two ecology areas, now managed by Cheshire Wildlife Trust, have been completed and there was a launch day, attended by Cllr. Hulse, in September. Leaflets showing the area, and a trail round the public one, are available. Cllr. Temple will leave in Community Centre and Library.
- There was also discussion on anti-social behaviour from quadbikes/motorcycles, the metal gate on one track was being repeatedly cut off its hinges and problems with road drainage near Ince.
- Next Community Forum meeting 26th Feb 2020.

16.1 CF Fertilisers. Cllrs. O'Neill and Randles attended the recent Liaison Committee meeting and reported that Net sales for the company as a whole was 1502m. The Ince factory was undergoing an infrastructure upgrade and had an excellent safety record. They had an apprenticeship scheme. The presentation of a national award would take place on 20th Nov

17. Helsby Community Sports Club

17.1 Draft lease for parish office. Cllr. MacPherson had annotated the draft lease for members consideration. Cllr. MacPherson had ensured the commercial aspects were fully protected but he still advised the Parish Council to seek advice from its solicitors to make sure he hadn't missed anything. It was a legal requirement that a lease could only be completed with solicitors acting for both sides, so we have to employ a solicitor to advise on whether there are legal complications and to make sure it's dealt with in the proper procedural way for the purpose of protecting the Parish Council's position. Proposed by Cllr. MacPherson, seconded by Cllr. Massey and **RESOLVED – that the Parish Council employ DTM Legal to act on its behalf to advise on the lease with Helsby Community Sports Club and the related agreement with Cheshire West and Chester Council – HPC172/19.**

17.2 Fireworks Display taking place on Friday 1st November.

18. VE Day Celebrations. The minutes of the inaugural meeting held on 26th September had been circulated. Cllr. O'Neill reported the main event would be parade headed by Warrington Marching Band and about the other activities on Parish Field and Community Centre. The Day would also be marked by lighting the beacon – Cllr. Kimpton's family would kindly assist with this. Next meeting 7th Nov.

19. Miscellaneous Matters

19.1 Allotment Tenancy Agreements. Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council enter into Allotment Tenancy Agreements with M Onion of Helsby for Plot 13Left (small plot), A Thornhill of Helsby for Plot 13Right (small plot), K Blackburn & J Ellams of Helsby for Plot 7L (small plot) all at Old Chester Road Allotment Gardens – HPC173/19.**

19.2 Ho Ho Helsby. Proposed by Cllr. Ellams, seconded by Cllr. Holder and **RESOLVED – that the Parish Council, in accordance with s.144 of the Local Government Act 1972,**

employ the services of Blue Arrow Traffic Management Ltd to manage the road closure on 7th December (for Ho Ho Helsby event) costing £1,020 incl VAT – HPC174/19.

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19.3 Traffic Management Course being organised by Northwich Town Council 9-5 Thursday 17th October costing £200 net of VAT – duly noted.

19.4 UK Geoenergy Observatories. The admin team was liaising with Cllr. Barry who would be representing Helsby Parish Council on the liaison forum.

19.5 The Pensions Regulator. The Parish Council noted that, as an employer, it must go through the whole process of contacting its employees again on the three-year anniversary of the staging date which is 1st April 2020 and then make a declaration (deadline is 1st September 2020) to the Pensions Regulator that it had complied with the law. Cllr. Duffy and Clerk would arrange.

19.6 Website Accessibility Regulations. Mandatory legislation that must be complied with by September 2020. Briefly, there's 40 things that the Council has to do to its website to ensure that all users can access it. The Clerk would pass the details to Cllr. Ellams but members needed to be mindful that there could be a cost involved in this to obtain expertise from an outside company.

20. Transport Matters – Cllr. Ellams reported the following: -

- A new offer started on 2nd Sept – 24th Nov for anyone aged 50 or over. £29 return to anywhere on the Transport for Wales rail network using their services only. Not available before 09:30 Mon-Fri. Can't be used to travel to/from Cardiff on 30th Nov due to major sporting fixture. More details are at <https://tfwrail.wales/club50>
- Frodsham Station Footbridge refurb in near future. Temporary structure would be put in place;
- Two of the least used stations on the rail network are in our area. Ince & Elton station registered 656 passengers a 39% reduction in 2017/18. Stanlow & Thornton register 92 a 28% reduction for same period. Helsby registered 89568 an increase of 5.4% on previous year;
- Withdrawal of 18:20 X30 service from Warrington to Chester. The response Cllr. Ellams received was that it was a commercial decision;
- Cllr. Ellams had already informed us about the ongoing consultation process with Liverpool John Lennon Airport re the changes due to take place with the routing of inbound and outbound aircraft using satellite navigation and phasing out the use of land-based beacons. Manchester Airport had now commenced their consultation. Cllr. Ellams would forward any updates from both parties.

21. Review of Helsby Neighbourhood Plan. Members of the review group were tasked to read the current NP and recommend any changes. Once these were in, the group would meet to discuss the next steps in the process.

22. Cheshire Association of Local Councils

22.1 AGM taking place on 24th October at Middlewich. Cllrs. Hulse and O'Neill would propose and second the Parish Council's motion – duly noted.

22.2 Staff recruitment. Cllr. Hulse reported that Hazel had retired and they were looking to replace her role.

23. Planning

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

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App No.	Address	Proposal	Comments
19/02669/FUL	Green Meadows Chalet Park Towers Lane Alvanley	Change of use of land for stationing of caravans for residential occupation by 2 Gypsy Traveller pitches and associated hard standing, utility blocks, dog run and septic tank (part-retrospective)	Objections – inappropriate development of the greenbelt and contrary to Helsby Neighbour Plan HNP ENV1 & HNP H4
19/03379/FUL	22 Robin Hood Lane	Demolition of garage & porch & erection of side extension and front porch	Support planning proposal
19/03484/FUL	4 Old School Court	Single storey rear extension, first floor side extension and additional parking space at front of dwelling	No objections
19/03489/FUL	Area 10B IRRP	Development of a hydrogen production facility and electricity generating plant, comprising of a waste reception and handling building, gasification facility, hydrogen production facility with associated / ancillary infrastructure which includes access roads, weighbridge, fencing / gates, lighting, surface water drainage and electricity distribution plant	Awaiting comments

23.2 The following decisions had been received from planning: -

19/00532/FUL 5 Mountain View – two storey side extension Approved
 19/00966/FUL Willow Croft Proffits Lane – first floor side extension Approved
 19/01584/S73 4 Old Chester Rd – variance of cond 2 (approved plans) on 17/02972/FUL Approved
 19/02215/FUL 229/231 Chester Road – refurb of retail until + window & staircase at rear Approved
 19/02218/FUL Willow Croft Proffits Lane – photovoltaic panels to garage & outbuilding Approved
 19/02741/FUL Helsby High School – installation of artificial grass pitch plus assoc Approved
 19/03082/FUL 2 Linden Drive – single storey side & rear extension incl roof changes Approved

With regard to conditions attached to the approval of 19/02741/FUL the 3G pitch plus associated buildings etc at Helsby High School, Cllr. Temple read that the new sporting facility would be a community asset and could be used by the local community. The school needed to be pro-active by telling the community that it's facilities would be available for the public to use when not in use by the school.

23.3 Appeal Decision from the Planning Inspectorate. Land adjoining Three Stumps, Old Chester Road. The Planning Inspector had allowed planning permission – duly noted.

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24. Accounts

24.1 Bank Reconciliation. Cllr. Ellams checked the figures for NatWest, against his mobile app, and confirmed that they were correct. Proposed by Cllr. Ellams, seconded by Cllr. Duffy and **RESOLVED – that the Bank Reconciliation sheet detailing £266,861.41 held in balances as at 14th October 2019 be accepted as accurate - HPC175/19.**

24.2 Payments. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED – that the following payments totalling £6,023.78 paid by either cheque, standing order, direct debit or under delegated authority, be approved and duly noted – HPC176/19:**

Method	To whom paid	Particulars of payment	Amount
D/D	Scottish Power	Electricity – Community Centre	166.00
D/D	Water Plus	Wastewater – Community Centre	30.53
Cheque	Shield Total Insurance	Insurance premium for allot tenants	130.98
D/D	NEST	Employee/er pension contri Sept 2019	848.08
Bac	PKF Littlejohn LLP	External audit fees 31 st March 2019	480.00
Bac	Liverpool Document Systems	Photocopier usage to 15/07/2019	336.35
Bac	Mr J B Robotham	PPE & purchases for Parish Council	95.55
Bac	Northwich Town Council	Grass cutting August 2019	834.96
Bac	Ches West & Chester Council	Uncontested election fees May 2019	245.00
Bac	Helsby Methodist Church	Hall hire 09 09 19 for 2.5 hours	21.25
Bac	Ches Assoc of Local Councils	'The Next Steps' training Cllr. Poulton	75.00
Bac	BT	VP0176 5770 Business bill	42.39
Bac	Maddocks Landscaping	Clearance & removal of spoil heap	380.00
Bac	Nick Preston JPS Widnes	New hinge cemetery gates	155.00
SO	Arndale Transport Limited	Council office rent for October 2019	320.00
Bac	3 x Part-Time employees	September 2019 salaries	1,263.46
Bac	HM Revenue & Customs	PAYE & NI on above salaries	509.23
Bac	Village Produce Association	Compost for planter sponsors	30.00
Bac	Ross Duncalf Arndale Transport	Purchased unwanted postage stamps	60.00

25. Dates of the next meetings: -

28th October 2019 – Parks, Cemetery & Allotments

11th November 2019 – Helsby Parish Council

The meeting closed at 8.32pm

Chairman's signature Dated.....

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