

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 11th November 2019 in the Upper Hall of Helsby Methodist Church

Present:

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

In attendance:

Mrs Marj Thoburn – Helsby News
CWaC Cllr Paul Bowers

Chairman’s announcements: Cllr. Hulse asked for two minutes silence. It was the 100th Year of commemorating the armistice. When the silence was ended, he thanked all the members who attended the Remembrance Day Service.

1. Public Air Time. Proposed by Cllr. Ellams, seconded by Cllr. Duffy and **RESOLVED – to suspend the meeting for public participation – HPC177/19.** Cllr. Bowers kindly agreed to paying for the replacement fence at the Parkfield Drive *cul-de-sac* out of his discretionary fund. This would be discussed fully during Item 6.3. Cllr. Bowers went on to add that it was CWaCs intention to sew wild flowers on verges across the borough. He was proposing to offer Helsby as a trial area for Beehives to harvest nectar from the wildflowers. Some members considered that it was unwise as the beehives could prove to be a danger for local children. Proposed by Cllr. Duffy, seconded by Cllr. Kimpton and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC178/19.**
2. Apologies – received and accepted from Cllrs. Barry and MacPherson.
3. Declarations of interest. Cllrs. Randles and O’Neill declared non-pecuniary interest in Item 16 as both were Executive Members of Helsby Community Sports Club
3.1 Casual Vacancy – South Ward. The vacancy had been advised in the formal way. CWaC had confirmed that no election had been called for and therefore granted the Parish Council permission to fill the South Ward vacancy by co-option – duly noted.
4. Police Matters
4.1 PCSO Niall Dudley sent in his report briefly as follows: -
 - Speeding – Trucam still proving to be effective;
 - Speedwatch – update on activities;
 - Attempted burglary at Hornsmill Pub (located in Hapsford) – offender not yet caught;
 - Bonfire Night – received calls to attend Helsby Hill. No injuries reported;
 - Halloween – no incidents of ASB reported to PCSO. Cllr. Ellams phoned 101 and reported ASB at Adult Gym Area and Community Centre. He specially asked for the matter to be reported directly to PCSO Dudley. PCSO confirmed that he had not been passed the information and advised Cllr. Ellams to obtain an Incident Number next time.

the Wooden Hut. The Parish Council's priority had always been speeding but now it was shifting to focus on the top concern which was easing the ASB issues around the adult gym and wooden hut. It was suggested we write to PCC of Cheshire Constabulary but then agreed to seek support at local level including PCSOs immediate superior. Matters could then be escalated to hierarchy if the problems persisted. The Parish Council would investigate installing lighting to the area so that adjacent CCTV could pick up identification of offenders. Proposed by Cllr. Temple, seconded by Cllr. O'Neill and **RESOLVED that the Parish Council send in request to PCSO and Sergeant Andy Collinson to prioritise their focus on Anti-Social Behaviour taking place in and around the Adult Outdoor Gym and Wooden Hut – HPC179/19.** The Environment Committee was tasked to investigate installing lighting.

- Remembrance Day – police supported CWaC with traffic management. There were no reported issues of traffic congestion in Helsby.
 - Social Media Facebook account id Helsby Police and Twitter account is @HelsbyPol
 - Police surgeries: Helsby High School 22/11 12 – 1, 30/11 10-11, 02/12 12-1. Tesco Café 19/11 10-11, 06/12 4-5. Helsby Library 27/11 6pm-8pm, 10/12 10-11.
5. Minutes of the previous meeting. Proposed by Cllr. Randles, seconded by Cllr. Temple and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 14th October 2019 be accepted as accurate and duly signed by the Chairman – HPC180/19.**
6. Matters arising from the previous meeting
- 6.1 Closure of Old Chester Road for Bridge work. Cholmondeley Estates responded saying that they were working towards beginning on site in early 2020 demolishing the existing bridge and replacing it with a new reinforced concrete bridge. They sought the Parish Councils help in applying pressure to the planning department to expedite conditions. CWaC Highways were limited in what they could do by way of enforcing Cholmondeley to accelerate the replacement of the unsafe structure.
- 6.2 Sandstone Wall – Horse & Jockey development. The MD of Hall & Co Property had responded saying that they currently had no budget to reinstate the Sandstone wall, but they would endeavour to tidy up that area once the tarmacking was complete and they could see what was remaining subject to agreement with the Homeowner of Plot 1. The railings were on order and they believed the work would be completed before the end of the year. Apparently, the order could not be placed until the Section 278 was agreed by the Borough Council – duly noted
- 6.3 Parkfield Drive – request to reinstate some form of barrier scheme at *cul-de-sac*. The Clerk had chased Highways for progress. If Highways refused to reinstate the barrier, Cllr. Bowers promised the Parish Council money to cover the cost of replacement. This was agreed provided that CWaC didn't decline to maintain said barrier in the future.
- 6.4 Proposed 20 mph speed limit Cable Drive Helsby. A full response had been received from Dave Reeves CWaC Safety Engineer on 24th October and circulated to members by email – duly noted.
7. Minutes of the Parks Cemetery & Allotments Committee meeting held on 28th October 2019. Cllr. Temple presented the minutes.

and **RESOLVED** – that the Parish Council, in accordance with s.8(1)(i) ss. A of the Local Government Act 1894, employ Old Vicarage Tree Surgery to undertake all the requested trimming and removal of cuttings on the council's lands – HPC181/19.

7.2 CCTV overlooking play area. Costs had come in from CWaC to replace Column No. 3, (£750 net of VAT) for a sturdier column for the purpose of attaching CCTV equipment overlooking the Children's Play Area. We will confirm details with CCTV people and hopefully we can apply for funding from Cheshire Constabulary Anti-Social Behaviour prevention fund and perhaps S106 if there's a shortfall.

7.3 Lighting. To arrange meeting with KDE to go over the detail of the proposed lighting scheme for the perimeter pathway around the parish field. As the cost will exceed our *de-minimus*, the Parish Council will go out to quote once a specification is finalised.

7.4 Burial arrangements. Proposed by Cllr. Temple, seconded by Cllr. Duffy and **RESOLVED** – that the Parish Council, in accordance with s.214(6) of the Local Government Act 1972, purchase 5 x Funeral traffic cones costing £45 with free delivery – HPC182/19. Once purchased, they will be stored and placed along Old Chester Road to deter parking on the day that a burial has been arranged.

8. Burial Grant – no new applications received.

9. Councillor's Surgery held on 2nd November. The Clerk préciséd Cllr. Kimpton's report from the recently held surgery that he attended along with Cllrs. Massey & Hulse – duly noted.

Lincoln Court Residents' Association

- Petition sent to CWaC for double yellow lines on junction of Lower Robin Hood Lane / Chester Road. Highways engineer had done the investigation and stated there was no justification. The residents had now raised their concerns with Cheshire Constabulary about people parking vehicles next to the junction.
 - Christmas lights on trees in Lincoln Court verge – residents looking forward to switch on.
 - Explanation was given by the members to the reasoning behind painting the K6 phone box green. The phone box was decommissioned by BT. The Parish Council had installed a defibrillator.
 - Grateful that hedges in rear gardens of Hemlegh Vale, opp Tesco, had been cut.
 - Springfield Court – progress unknown at this time.
 - Replacement bridge Old Chester Road – same.
 - Parked cars at top of Queens Drive and garage – ongoing issues.
 - 70th year of Helsby High School.
 - VE day parade – resident invited to next meeting
- Kings Drive Resident
- Complaint about RSK vehicles driving up and down Queens Drive.
 - Concern about youths using Wooden Shelter Sherwood Court Site. Various paraphernalia and rubbish left. Residents advised to phone 101
- Latham Avenue Resident
- Bitten by one of the dogs from Towers Lane Traveller Site.
 - Asked after Cllr. Bowers as would have liked to hear progress about the application for the Towers Lane Traveller site. **Cllr. Bowers agreed to visit the resident.**

Cllrs. Massey, Hulse and Kimpton inspected the Wooden Shelter and surrounding area.

They confirmed it had a lot of rubbish, spent fireworks, food waste and small metal canisters.

Cllr. Kimpton expressed concern about the lack of respect shown to them and other attendees by one of the residents that attended. This should not be tolerated.

10. Cheshire West and Chester Council

10.1 Cllr. Bowers reported that he was on the Climate Change and Scrutiny Committees and that he had been instrumental in ensuring all contractors, used by the Borough Council, had an Environmental Plan – duly noted.

10.2 Parking in the village and around the station. Evidence was being collected and sent through to Highways to enable staff to make preliminary investigations prior to arranging a meeting with Parish Councillors. Following a request from a resident with mobility problems, it was proposed by Cllr. Kimpton, seconded by Cllr. Gardner and **RESOLVED – that the Parish Council send in request to Highways to move the Disabled Parking Bay from outside the old Post Office to a new location outside the new Post Office – HPC183/19.**

10.3 Proposed conservation area. Work in progress.

10.4 Getting to know you – Streetcare and Highways. Cllrs. Hulse, O'Neill, Ellams and Temple attended the recent seminar where, it was promised, officers from the Council's Streetcare and highways teams would 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

Cllr. Temple reported that the new set-up was supposed to be the interface between CWaC and T/PCs and the first point of contact. Cllr. O'Neill expressed concern that there was no 'follow-up' system. For example, he recently reported the very large weeds in CWaC owned bus shelters throughout Helsby. Bus Shelter Infrastructure just came back with details of the maintenance schedule without coming out and having a look. It's the same with the contractors that CWaC use. No-one appears to check the work. He asked Cllr. Bowers to investigate this.

10.5 Damage to railings on footpath leading from top of Rake Lane to Vicarage Lane. The PROW Officer confirmed that CWaC were investigating the costs of replacing with new steel handrails – duly noted.

10.6 Maltby Triangle and our request to takeover the maintenance of said area. Confirmation received from Senior Localities Officer that the draft agreement was awaiting sign-off from internal teams. A decision would be forthcoming in the next fortnight – duly noted. The Parish Council would employ the services of Northwich Town Council to maintain the area once a Lease had been signed.

10.7 Request for Speed limit outside Helsby High. Cllrs. Hulse & O'Neill gave Cerrigdrudion example of enforceable Variable Speed Sign on A487 that activated at certain times of the day. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council send in request to Highways for an enforceable Variable Speed Sign flashing 20mph during school coming and going on A56 Chester Road at Hillside Primary School and just before boundary with Frodsham – HPC184/19.**

10.8 Housing Allocation Policy Review. Cllr. Temple reported that local criteria was buried in the comments. There was a proposal to remove Rural Exception sites. This was something that the Neighbourhood Plan review group needed to look at. Cllr Temple strongly urged members to complete the online review.

11. The Marshes Community Benefit Fund – not much information on the website.
12. Frodsham Wind Farm. Still no meeting arranged. Regular meetings were a condition of planning consent.

13. Helsby Community Association – Cllr. Holder reported the following: -

- Successful Quiz and well attended by members of the Parish Council. Suggested that more warning was given next year as there were only 5 tables booked;

14. Cycle North Cheshire. Cllr. Duffy reported the following: -

- Nothing moving on the old railway line due to the liability on the sandstone bridges. The best hope is that Sustrans will obtain funding. Cllr. Hulse reported that there was a large amount of water running under the Robin Hood Lane bridge. Cllr. Bowers had made a request to Network Rail to clear the disused line for pedestrian use.
- Next meeting 13th November 19.

15. Protos. Cllr. Temple's report as follows:

On 29th October Cllr. Temple met with Peel and reps from Ricardo to discuss data from air quality monitoring (AQM) by the station at the Eccies. Ricardo are the contractors operating the station and also run UK national networks for Defra. Monitoring in Helsby for 12 months both before and after the biomass plant became operational was a condition of the planning permission, and the same program is required for the EfW incinerator.

Data from Oct 2016 to Oct 2017 (before the biomass plant) has been collected. Monitoring started again in July 2019, shortly after the biomass plant became operational. There are hourly results for PM10 and PM2.5 particulates (available on https://www.airqualityengland.co.uk/site/latest/site_id=HELSEB but analysis on heavy metals, PAH's dioxins etc takes a long time and samples have to be pooled to give a result reflecting air quality over a month or more.

Cllr. Temple and Peel agreed the timing for Ricardo to issue reports, how to present the data and what comparisons should be made. Peel and Helsby Parish Council will provide info on Protos operations and local events (e.g. Helsby hill fire, building work at Eccies) which may explain any "spikes" in particulate data. The report will include a non-technical summary. Ricardo will obtain permission from the biomass plant owner (who are paying for this phase) to make the report public and it will then be posted on the Protos website.

Ricardo are also contracted by the EfW operator to undertake the AQM required for that facility. The current "Biomass operational" data will probably also be the "EfW before operation" data. It seems Peel themselves are planning to fund long-term monitoring at the Eccies site once the EfW planning obligation has been completed.

The Chairman thanked Cllr. Temple for a very thorough report.

16. Helsby Community Sports Club

16.1 Draft lease for Parish Office. The solicitors acting for the Parish Council are awaiting “Heads of Terms” and the “head lease” from the solicitors acting on behalf of the Club. Cllr. Randles wanted a promise of a transfer of grant. The club’s solicitor Butcher & Barlow claimed that the Parish Council was not in any hurry. Members agreed that no grant would be handed over until the long-lease was signed.

16.2 The Fireworks Display went very well but the heavy rain meant that attendance wasn’t great and that it would make a loss.

17. VE Day Celebrations.

17.1 One of the planned actions was to clean the War Memorial. In light of this, the Clerk contacted Mr Chris Shaw Town Clerk of Northwich Town Council and obtained a price for annual maintenance plan rather than ad-hoc. Proposed by Cllr. O’Neill, seconded by Cllr. Temple and **RESOLVED – that the memorial stone be checked annually in January for condition and cleanliness – HPC185/19.** Cllrs. Temple and O’Neill would clean undertake the inspection in January 2020.

17.2 Cllr. O’Neill reported that the committee was now low in number and leaving it to the parish councillors. The parade would commence at 1pm from Helsby High School and makes its way through Helsby to Tesco lights where it would turn around at the mini-roundabout and head towards the parish field. Cllr. Massey had organised Warrington Brass Band. The group were considering hiring marquees and PA system. The Parish Council expressed concerns about the drains in the case of heavy items. No vehicles would be used on the field.

18. Miscellaneous Matters

18.1 Allotment Tenancy Agreement. Proposed by Cllr. Temple, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council enter into an Allotment Tenancy Agreement with D Johnson of Helsby for Plot 3b (small plot) at Queens Drive Allotment Gardens – HPC186/19.**

18.2 Ho Ho Helsby. Christmas event 7th December

18.3 Christmas Illuminations. Proposed by Cllr. Randles, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council, in accordance with s.144 of the Local Government Act 1972, purchase replacement green, orange & white rope lights (for the Christmas features) from Blachere costing £386.86 net of VAT – HPC187/19**

18.4 UK Geoenergy Observatories Community Liaison Forum Cheshire. Date set for the Cheshire Community Liaison Forum is Tuesday, 26th November from 7pm to 8.30pm at Elton Community Centre. Cllr. Barry is the Parish Council’s representative and will be attending.

18.5 Request for Grit Bin from resident in Foxhill Grove to be placed on corner of Landscape Dene/Foxhill Grove. The Clerk made a request to Highways to fill said bin if purchased by us. Due to increasingly limited resources, they could not commit that CWaC would be able to refill the proposed bin. It would be resource dependent and the decision would have to be made on an annual basis – duly noted. Proposed by Cllr. O’Neill, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council, in accordance with s.96 of the 1980 Highways Act, purchase a Slimline Grit Bin from Glasdon at a cost of £177.83 incl VAT for corner of Landscape Dene/Foxhill Grove and to also purchase grit to fill said bin if it has to – HPC188/19.**

18.6 Website Accessibility Regulations. Cllr. Ellams had examined the SLCC presentation, re the mandatory regulations, and could not see that any non-professionally produced Parish Council Website developer would have the time or knowledge to create a website that complied with the regulations. To expect small Parish Councils with limited budgets and technical knowledge to produce a website to the required specifications was asking a great deal. The Parish Clerk contacted a local independent company (that produced and managed Frodsham Town Councils website) for a quotation for website with the required regulations that would also provide an upload facility. Much discussion ensued. Proposed by Cllr. O'Neill, seconded by Cllr. Johnson and **RESOLVED – 1. To employ the services of Rabbitdigital (subject to specification being agreed and expenditure in accordance with s.111 of LGA1972) to build a website compliant with the new Website Accessibility Regulations costing in the region of £1,000: 2. To employ Rabbitdigital to maintain the website on an ad-hoc basis – HPC189/19.** It was important that members of staff could input data as desired. The Chairman thanked Cllr. Ellams for all the 'behind the scenes' work he'd put into the existing website and for his expertise.

18.7 Parish Clerk Recruitment. Proposed by Cllr. Porter, seconded by Cllr. O'Neill and **RESOLVED – that the Parish Council – HPC190/19:**

- a) **Agreed the job description and person specification (subject to additions from Cllr. Temple),**
- b) **Agreed that the recruitment panel be made up of Cllrs. Porter, Duffy, Massey and Mrs Jackie Weaver Chief Officer of the Cheshire Association of Local Councils and that Cllr. Hulse would assist with short-listing candidates;**
- c) **Agreed the scheme of delegation that the recruitment panel be responsible for recruiting and appointing the new Parish Clerk;**
- d) **Members of the recruitment panel should declare if they know the interviewee.**

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

- Northern Rail had recently taken delivery of the first of a new fleet of class 195 passenger units, these new Diesel Multiple Units were manufactured by CAF in Spain. They're set to replace the ageing fleet of class 140 'Pacer' units, introduced as a cheap short-term stopgap in the early 1980s. Based on a Leyland single deck bus design and were noted for their basic interior and less than comfortable ride. Many were still in use today and were not expected to be fully withdrawn for some time. The new class 195 units could be seen passing through Helsby with Northern Rails Chester to Leeds service;
- Frodsham Station bridge refurbishment. Network Rail was not putting up a temporary bridge.

20. Review of Helsby Neighbourhood Plan. Cllr. Temple suggested setting up a meeting in January and advised members of the Review Group to try and read the Local Plan (Part Two) beforehand.

21. Cheshire Association of Local Councils

21.1 AGM held in October. Cllr. O'Neill reported that the Helsby motion failed and that there would be no increase in membership fees – duly noted.

22. Planning

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

App No.	Address	Proposal	Comments
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	Neither support nor objects but requests that air quality monitoring is included as a condition of the application
19/03624/OUT	Land rear of 132 Chester Road	Erection of one dwelling	Neither support nor object but request compliant with policy named in HNP
19/03683/FUL	23 Sandringham Avenue	Two storey side extension and single storey rear extension with associated alterations	No objections
19/03685/FUL	45 Lower Robin Hood Lane	Creation of additional off-road parking to front, extension to side/rear and associated alterations	No objections
19/03851/FUL	Rake Cottage Rake Lane	Demolition of existing dwelling and erection of new dwelling including hard and soft landscaping and boundary treatment details	No objections
19/03867/FUL	9 Rockfield Drive	Single storey side and rear extns	Awaiting comments

22.2 The following decisions have been received from planning: -

19/02405/FUL 5 Hale View Road (demolish garage and erection of side/rear extns) Approval
 19/02733/FUL Glencairn, Hill Road North (2-storey side extension + assoc work) Approval

23. Accounts

23.1 Bank Reconciliation. Cllr. Ellams checked the NatWest figures against his mobile app and confirmed that they were correct. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED – that the Bank Reconciliation Sheet detailing £258,421.88 held in balances as at 11th November 2019 be accepted as accurate – HPC191/19.**

23.2 Payments. Proposed by Cllr. Temple, seconded by Cllr. O'Neill and **RESOLVED – that the following payments totalling £8,528.35 paid by either cheque, standing order, direct debit or under delegated authority, be approved and duly noted – HPC192/19: -**

Method	To whom paid	Particulars of payment	Amount
D/D	Scottish Power	Electricity Helsby Community Centre	166.00
D/D	Water Plus	Wastewater – same	30.53
D/D	Siemens Financial Services	Quarterly rental – photocopier	147.81
Chq507	Dave Weaver	Winter plants for display purposes	300.50
7	The Poppy Appeal	Civic wreath for Remembrance Day	250.00
Chq507	E.on	Lantern lights 01/07/19 – 30/09/19	132.09
8	BT Business Billing	Charges line rental	81.57
Bac	Whittle Programmed Maint	Paint K6 phone box and teen shelter	1,894.80
Bac	Northwich Town Council	Grounds maintenance Sept 2019	705.60
Bac	Water Plus	QD Allots Jan 18 – Oct 19	451.32
Bac	KDE Ltd	Replacement bulbs – lantern lights	202.20
Bac	Helsby Methodist Church	Hall hire 2.5 hrs on 14 th Oct 19	21.25
Bac	Mrs P Holder	Quiz prize for Community Centre	9.00
Bac	Mr C Ellams	Easy Internet Solutions – renewal	68.38
Bac	Mrs J Hughes	Trav/parking £12.80, postage £1.35	14.15
Bac	NEST	Employee/er pension contri Oct 19	848.08
B trans	Employees 3 x part-time	October 2019 salaries	1,263.26
D/D	HM Revenue & Customs	PAYE & NI on above salaries Oct 19	509.43
Bac/btra	Mrs J Hughes	Paper	13.18
Bac	Winsford Town Council	Play inspections Oct 17 to Oct 19	966.00
B Trans	Whittle Programmed Maint	Tidying up basketball frame	133.20
Bac	Arndale Transport Limited	Office rent November 2019	320.00
Bac			
SO			

24. Dates of the next meetings: -

- 25th November 2019 – Standing Orders Committee Room
9th December 2019 – Helsby Parish Council Upper Hall, Helsby Methodist Church
16th December 2019 – All Committees Upper Hall, Helsby Methodist Church

25. Part B – Exclusion of the Press and Public. Proposed by Cllr. Ellams, seconded by Cllr. Duffy and **RESOLVED** - that **the press and public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in paras 7, 8, 9 and 12 of Schedule 12a of the Local Government Act 1972 – HPC1709.**

PART B – Exclusion of the Press and Public

26. Confidential Item. Agreed that the Parish Council prepare for Formal Protocol.

The meeting closed at 8.51 pm

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

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