

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on Monday, 9th December 2019 in the Upper Hall of Helsby Methodist Church

Present:

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

In attendance:

Mr K Holland, Mr A McKie &, Mr D Evans representing Helsby Community Sports Club
Mrs Marj Thoburn representing Helsby News

Chairman's announcements: The Chairman thanked the Frodsham and Helsby Rotary Club for inviting him to the Charter Dinner at Helsby Golf Club. He had a wonderful evening.

1. Public Air Time. Proposed by Cllr. Duffy, seconded by Cllr. Ellams and **RESOLVED – that the meeting be suspended for public participation – HPC195/19.** Mr McKie spoke as an Executive Member of Helsby Community Sports Club. He understood the Parish Council had collected £100,000 through precept on behalf of resident's contribution toward their new sports club complex and asked when the £100,000 would be released for the sole use of club funding. He asked what additional funding / cash had been raised through interest earned over the 12 year build up to the £100,000.
Cllr. Randles wanted to ensure that the Parish Council was aware of the location of the new office within the new development. He commented that in 2018 a legally binding agreement was made between the parties for the Club which he had sent through to the Parish Clerk in January 2019. The Trustees of the Club could sub-let without obtaining consent of Cheshire West and Chester Council. £100k was required to help to build the new development. Barnhill (the contractors) could provide all the warranties. A 99-year lease would be forthcoming and it did not make any sense to forestall handing the money over.
Mr Holland reported that funding was still needed to be found for the Sports Hall (Phase 2 and 3 of the building project) and the fishing ponds. Proposed by Cllr. Johnson, seconded by Cllr. Kimpton and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC196/19.**
2. Apologies for absence – received and accepted from Cllrs. MacPherson & O'Neill.
3. Declarations of interest. Cllr. Randles declared conflict of interest in Item 16.1 as Executive Member of the Helsby Community Sports Club.
 - 3.1 Co-option of South Ward councillor. Mrs Thoburn confirmed that an advert was going in the next edition of Helsby News.
4. Police Matters
 - 4.1 PCSO Niall Dudley's report was received and noted briefly as follows: -
 - Speed watch had recruited it's first member.
 - Speeding - drivers were found to be exceeding the speed limit in both Helsby & Frodsham

Incidents in the village

- 14th & 15th Nov. Report of males selling TVs from back of vehicle parked 3-Ways lay-by
- 19th Nov. Large number of cigarettes stolen from Tesco

Wooden Hut Sherwood Court

- PCSO was completing a log of his visits to the area following a request from the Parish Council due to reported anti-social behaviour. Throughout all his visits, young people were acting in a polite manner. PCSO listened to the young people and one of the common themes was a sense of a lack of things for them to do. Engaging young people positively was a key way of preventing any anti-social behaviour in communities. The local police would be interested in hearing about any ideas that the council may have about youth engagement and would certainly support any efforts in this area. PCSO was in discussion with Helsby Methodist Church regarding a youth club, that they were proposing to set up, which again the local police would support.

Crime Prevention

- PCSO set up crime prevention stall at Tesco on Friday evening to give members of the public security tips for Christmas. Very successful with a large number of people given advice.

Ho Ho Helsby

- Policing team attended to support the smooth running of the event. It was great to be part of such a positive community event. The organisers and volunteers deserved a lot of credit for the work they had put in;

Social Media

- Facebook account is Helsby Police and Twitter is @HelsbyPol

Surgery dates

- Helsby High 11/12 12.00-13.00, 18/12 19.00-20.00, 23/12 10.00-11.00, 02/01 10.00-11.00
- Helsby Library 10/12 10:00-11:00

5. Minutes of the previous meeting held on 11th November 2019. Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – to accept the minutes of the Helsby Parish Council meeting held on 11th November 2019 with the following amendments – HPC197/19 –**

Minute Ref: 10.8, Page 1705 1st Line. Insert ‘connection’ in between ‘local’ and ‘criteria’

Minute Ref: 10.8, Page 1705 2nd Line. Insert ‘the criteria from’ in between ‘remove’ and ‘Rural’

Minute Ref: 13, Page 1705 2nd Line. Remove ‘and’ insert ‘but not’

Minute Ref: 16.1, Page 1706. Add ‘Cllr. Randles raised the point about the disappointment felt by the Helsby Community Sports Club following the feed back from their solicitors who had received an indication from the Parish Councils solicitor stating that the Parish Council had indicated to them that they do not intend to complete the lease until the property is nearing completion’

Minute Ref: 17.1, Page 1706 5th Line, remove ‘clean’

6. Matters arising from the previous meeting not covered elsewhere in the agenda
 - 6.1 Closure of Old Chester Road for Bridge work. Cllr. Hulse reported that the replacement bridge will be constructed in 2020 – duly noted.
 - 6.2 Parkfield Drive – request to reinstate some form of barrier scheme at cul-de-sac. [Highways had responded saying that they had visited site but did not see any evidence that the grass verge was being used by vehicles to access Lower Robin Hood Lane.](#)

At this time, there didn't seem to be any justification in terms of the cost to re-install a new fence. However, if the Parish Council still felt that this was an issue, Highways could arrange for a price to be sought to install a knee rail which would help prevent vehicles from using the verge as access to LRH Lane and to protect the verge from damage if it was being driven over. Much discussion ensued. Proposed by Cllr. Kimpton, seconded by Cllr. Randles and **RESOLVED – that the Parish Council obtain an estimate from CWaC for construction of a knee-high barrier rail at Parkfield Drive / Lower Robin Hood Lane cul-de-sac and that we take Cllr. Bowers up on his kind offer to fund said rail if CWaC did not – HPC198/19.**

- 6.3 Request to Highways to move Disabled Parking Bay from its current location (top of ginnel leading to Mountain View) to outside the Post Office. Enquiry No. 4887055. Response from Highways – the existing bay position places the user in the centre of all of the local amenities & near the pedestrian crossing (also near the access to Mountain View) with a dropped crossing point & existing H-bar behind providing easy access onto the footway. The Highways Engineer's observations from his site inspection is that the area around Thrifty's is quite heavily parked up & you may well find there is greater temptation for none blue badge holders to occupy the space in this position. As such Highways would not seek to invest in advertising/formal consultation & re-locating the disabled bay at this time. Cllr. Ellams had reported to PCSO the untaxed vehicles parked on the road outside Thrifty's, belonging to the District Garage, on numerous occasions. No action had ever been taken as far as he was aware. Cllr. Johnson commented that it made sense to keep the current location as equidistant to all the shops and so it was proposed by Cllr. Temple, seconded by Cllr. Johnson and **RESOLVED To accept the judgement of Highways and keep the disabled bay where it is in the middle of the village centre shops – HPC199/19.**
- 6.4 Request to Highways for enforceable Variable Speed Sign during school opening and closing time. Enquiry No. 4887063. Response from Highways – The A56 is a major through road & the 40mph speed limit has been assessed outside Helsby High School in both 2018 & 2019 and on both occasions returned as a 40mph speed limit (supported by Cheshire Constabulary). I suspect speed limited in the vicinity of both schools are reduced naturally around school pick-up/drop off time due to the natural traffic calming created by parental parking. We could not implement interactive 20mph signage in a 30mph/40mph speed limit such as the arrangement on the A56 as it would be confusing, potentially make the existing limited unenforceable and likely to be opposed by Cheshire Constabulary. The Chairman gave the history of the request using the Cerrigydrudion example where 20mph system worked on an 'A' road. Cllr. Johnson commented that the Parish Council had already tried to extend the 30mph limit to include the school and could do no more as CWaC would always respond with the same criteria for sticking with the 40mph and so it was proposed by Cllr. Johnson, seconded by Cllr. Temple and **RESOLVED – that the Parish Council support its Borough Councillor Cllr. Paul Bowers on his election pledge to reduce speed limits adjacent to Helsby High – HPC200/19.**
- 6.5 Replacement rope lighting from Blachere – received and installed – duly noted.
- 6.6 Slimline Grit Bin for Landscape Dene/Foxhill Grove – received, installed and filled – duly noted.
- 6.7 Rabbitdigital - Website Design. Proforma invoice received and paid for 50% of total charge to re-design website in accordance with the new Website Accessibility Regulations.

Cllr. Ellams was liaising with Rabbitdigital and he was thanked for all his time and the brilliant job he had done in keeping the website up-to-date and interesting for many years.

- 6.8 Public Art in Helsby. Mrs Fisher had been working on an Open Eye Project with China which had taken up most of her time. Cllr. Hulse gave progress so far. Helsby was not a 'chocolate box' village. It stretched for 1.5 miles but various designs in each ward depicting the 'village throughout time' could work very well. It was hoped that the project could be resurrected when time permitted.
- 6.9 Part B from last Parish Council meeting. Cllr. Temple reported that the group was working on formal protocol.
7. Minutes of the Standing Orders Committee meeting held on 25th November 2019. Cllr. Temple presented the minutes that included the following recommendations/action: -
- 7.1 Code of Conduct. Proposed by Cllr. Temple, seconded by Cllr. Ellams and **RESOLVED - that the amendments to Code of Conduct, as set out in the document attached to the minutes of the Standing Orders Committee of 25th November 2019, be now accepted HPC201/19.**
- 7.2 Standing Orders. Proposed by Cllr. Temple, seconded by Cllr. Ellams and **RESOLVED to accept the changes to the Standing Orders document attached to the minutes of the Standing Orders Committee meeting of 25th November 2019 – HPC202/19.**
- 7.3 Publication Scheme. Proposed by Cllr. Temple, seconded by Cllr. Ellams and **RESOLVED to accept the changes to the existing Publication Scheme as attached to the minutes of the Standing Orders Committee dated 25th November 2019 – HPC203/19.**
8. Burial Grant. Proposed by Cllr. Temple, seconded by Cllr. Ellams and **RESOLVED that the Parish Council, in accordance with s.214 of the Local Authorities Cemeteries Order of 1977, grant Exclusive Rights of Burial for a term of 75 years for Plot CRS12 (Cremated Remains Strip) Helsby in Helsby Public Cemetery, Old Chester Road received from Mrs K Duncalf, Mr A Powel and Mrs G Brown – HPC204/19.**
9. Councillor's Surgery
- 9.1 Surgery dates and rota for January – May 2020. Proposed by Cllr. Massey, seconded by Cllr. Barry and **RESOLVED – to accept the surgery dates for January – April 2020 – HPC205/19.** Ward councillors to arrange date swaps between themselves if necessary.
- 9.2 Surgery held on 7th Dec. Cllrs. Johnson, O'Neill and Randles attended when the following was discussed: -
- Latham Avenue Resident
- Resident attended the CWaC Planning meeting when Towers Lane Traveller site was discussed. Resident was disappointed by the non-appearance and lack of support from his Borough Councillor;
 - Asked if the decision to allow planning permission could be appealed? Members advised resident to speak to his Borough Councillor.
- Lower Robin Hood Lane Resident
- Queries relating to Springfield planning proposal for new dwellings. Members advised resident to attend Tuesday 10th December public consultation event organised by Weaver Vale Housing Trust.
10. Cheshire West and Chester Council

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

Page 1715

Chairman's initial.....

10.2 Parking in the village and around the station. Evidence was being collected and would be sent through to Highways to enable staff to make preliminary investigations prior to arranging a meeting with Parish Councillors. It was agreed that Cllrs. Ellams, Porter and O'Neill attend a meeting with Highways representatives.

10.3 Proposed conservation area. Mrs Lorimer was doing the background work.

11. The Marshes Community Benefit Fund – successful grant applications announced which included £13,500 for fixtures and fittings for the new Helsby Community Sports Club – duly noted.

12. Frodsham Wind Farm. Cllr. Ellams has been in contact with the Secretary of the committee who asked him for his availability so a meeting must be imminent - duly noted.

13. Helsby Community Association

13.1 Disabled WC Alarm Installation Work. The Community Association has requested the aforementioned work by KDE costing £290 net of VAT. Proposed by Cllr. Holder, seconded by Cllr. Temple and **RESOLVED – that the Parish Council, in accordance with expenditure under s.133 of the Local Government Act 1972, employ KDE to install alarm in disabled toilet costing £290 net of VAT – HPC206/19.**

13.2 Cllr. Holder reported the following: -

- Centre had been used more in 2019 than 2018;
- Christmas decorations were looking a bit tired and in need of replacement;
- Previous Booking Secretary's name and contact details were still on Helsby Website. Cllr. Ellams had been aware of this and had gone to great lengths to get Cyclex (a company that trawls and copies websites) to remove it. Cllr. Ellams confirmed that successful removal had taken place but people needed to reload the site when they accessed it (e.g. by using the F5 function) to avoid their computer automatically bringing up the old version from its cache.

14. Cycle North Cheshire – previous meetings minutes had been circulated. Cllr. Duffy reported that the forum was still very active. – duly noted.

15. Protos. Cllr. Temple reported that the next meeting of the Community Benefit Forum was 19th February and Protos Community Forum was 26th February 2020.

16. Helsby Community Sports Club

16.1 New development and £100,000. Members had received copy of Cllr. Randles request that the Parish Council transfers the promised £100K grant to the Community Sports Club which included detailed responses to points raised by Cllr. MacPherson regarding the draft lease between the Sports Club and Parish Council for an office within the new facility. Members also had copy of Cllr. MacPherson's report and the legal position and advice on areas requiring clarification from the Parish Council's solicitors DTM.

Cllr. Randles read out Cllr. O'Neill's email written in his absence which urged the Council to resolve the current issues and ensure the money could be used to help with the construction now, rather than when the building was complete. Cllr. Randles noted that the assist DTM, there was a legally binding lease agreement between CWaC and HCSC which he had sent to the Parish Clerk in January 2019. He had also recently been asking about sharing the Adherence Agreement signed in Sept 2018 by CWaC, Brookhouse, THT and HCSC. The Adherence agreement contained commercially sensitive information but the parties had agreed a redacted copy without that information could be made available to DTM.

Cllr. Temple circulated a considerations and proposal document as follows:

Cllr. Temple thanked Cllr. Randles and MacPherson for their detailed opinions. She had considered proposing that we take our solicitor's advice and defer further discussion until he'd seen the documents he wanted and advised us further.

Or, now that we understood any lease could only be signed when the building had been completed, making a proposal very similar to the June resolution but basing it on an Agreement for Lease instead of the lease itself. That would still enable HPC to demonstrate financial responsibility by understanding the potential cost liabilities (e.g. service charges) before committing to a deal for the office for the Parish Council.

However, Helsby Community Sports Club (HCSC) seemed to need the funds as soon as possible and Helsby Parish Council (HPC) also wanted to deliver on its commitment from 10 years ago to provide £100K to help the club achieve a new facility. It was, therefore, proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED 1 – that Helsby Parish Council - HPC, in accordance with s.19 of the Local Government (Miscellaneous Provisions) Act 1976, pays £100,000 to Helsby Community Sports Club – HCSC on the understanding that HPC does not commit to lease an office at the new facility when built (the Council will decide any offer of a lease based on value for money at the time) and that HCSC commits to return the £100,000 to HPC if the new facility is not built and occupied by HCSC; 2. That the money will be transferred from Helsby Parish Council to Helsby Community Sports Club as soon as a legally binding agreement to this effect has been signed by both parties; 3. In the unlikely event the £100,000 has to be returned to HPC, the Parish Council will refund the money to residents of Helsby through reducing or not increasing the precept in the year(s) after its return – HPC207/19.** Cllr. Temple believed the proposal met HPC's commitments to the Club thus enabling them to progress the new facility whilst also demonstrating financial responsibility by the Parish Council. The Clerk confirmed that since 6 months had elapsed since the previous resolution on this topic (HPC93/19) there was no need to rescind it to allow the new resolution to stand.

17. VE Day Celebrations.

- Cllr. Randles was in touch with Highfield Male Voice Choir and kindly offered to act as a contact if the VE Day group was interested;
- Next meeting of the VE Day Group would be Thursday, 9th January in Hornsmill School – duly noted.

18. Miscellaneous Matters

18.1 Ho Ho Helsby. Christmas event 7th December. Cllr. Hulse said it was a remarkable event and the organisers and volunteers should be congratulated.

Page 1717

Chairman's initial.....

18.2 UK Geoenergy Observatories Community Liaison Forum Cheshire. Cllr. Barry was still waiting for the formal minutes but was able to give a brief report, as follows, from the inaugural meeting held on 26th November

- Very poorly attended. Only Cllr. Barry and another. Two GO officers in attendance.
- 50 boreholes altogether and work would start April/May 2020. The deepest would be 1200 metres and the shallowest 500 mtr deep dug in 2 sites on Protos, 1 site on Stanlow and the rest on local farmland. There were no boreholes in Helsby;
- Boreholes were for environmental & geological monitoring purposes looking at fault lines.

18.3 Moving oak from Clerk's home to replant in gap in hedge on the Parkfield Drive side of the parish field. Proposed by Cllr. Temple, seconded by Cllr. Randles and **RESOLVED – that the Parish Council, in accordance with LGA1894 s.8(l)(i) ss.A, employ Rod Maddock to pick up tree and replant in gap in hedge on parish field – HPC208/19.** The clerk was thanked for nurturing the tree for 8 years since it was received as a gift from the Royal Forest just after germination from an acorn.

19. Transport Matters – Cllr. Ellams was thanked for a very thorough report briefly as follows: -

- Proposed air space changes that are in the early stages of implementation. The Civil Aviation Authority now had a website <https://airspacechange.caa.co.uk> by inputting your postcode, it should will give details of the proposed changes progression;
- Quarterly Business Report – Liverpool John Lennon Airport – the Airport continued to flourish;
- Airport Transport Forum – hope to have a draft of the Airport Surface Access Strategy to present to the Airport Transport Forum at the next meeting at the end of January;
- Transport for Wales – rumour that they would reduce carriage down to one on the Halton Curve had been officially denied by TfW.

20. Review of Helsby Neighbourhood Plan – group due to arrange a meeting in the New Year.

21. Cheshire Association of Local Councils – the Executive would meet next week.

22. Planning

22.1 To receive the council's responses to the following new planning applications: -

App No.	Address	Proposal	Comments
19/03947/FUL	Cobbes Hill Alvanley Road	Removal of garage and constructions of family annex	Neither object or support
19/00710/FUL	8 Old Chester Road	New 3-Bed detached dwelling (amendments to 12/03879/FUL)	Objections. Contrary to Policy H5 & H6 of HNP
19/04145/FUL	Land at Callender Way	Tennis courts, clubhouse and practice wall	No objections
19/04217/FUL	19 Bates Lane	Single storey rear extension	Awaiting ward recommendations
19/04256/FUL	2 Alvanley Road	Replacement of garage with single storey annex	Awaiting ward recommendations

22.2 The following decisions, received Planning, were duly noted: -

19/01543/FUL Land at rear of Osterley, RH Ln. (detached dormer bungalow)	Approval
Page 1718	Chairman's initial.....
19/02938/FUL Badgers Barn (change of use to one dwelling)	Approval
19/03379/FUL 22 Robin Hood Lane (erection of side extension & front porch)	Approval
19/03484/FUL 4 Old School Court (single storey & 1 st floor side extension etc)	Approval
19/03683/FUL 23 Sandringham Avenue (2 storey side & single storey rear extn)	Approval

22.3 Springfield Avenue Helsby. A Consultation Event, for residents, would take place on Tuesday, 10th December 4pm to 7pm. Plans would soon be submitted to build 11 x two & three bedroom houses on Springfields site – duly noted.

22.4 Towers Lane Traveller Site in Alvanley. Permission had been granted (conditionally) for 2 Traveller pitches. Cllrs Barry and Randles had attended the Planning Committee meeting.

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. Ellams, seconded by Cllr. Johnson and **RESOLVED – that the Bank Reconciliation Sheet detailing £250,504.98 held in balances as at 9th December 2019 be accepted as accurate HPC209/19.**

23.2 Payments. Proposed by Cllr. Duffy, seconded by Cllr Ellams and **RESOLVED – that the following payments totalling £11,229.76 paid by either cheque, standing order, direct debit or under delegated authority, be approved and duly noted – HPC210/19: -**

Method	To whom paid	Particulars of payment	Amount
D/D	Water Plus	Wastewater – Community Centre	30.53
D/D	Scottish Power	Electricity – same	166.00
Auto	NatWest	Annual safe custody hold fees	25.00
B trans	Jeanette Hughes	Callender & Diary 2020 £16.01	
		Funeral traffic cones x 5 £45.60	61.61
Bacs	Alvanley Agricultural Services	Strimmer service Stihl	78.00
Bacs	Barnard & Westwood	Condolence stationery	345.40
Bacs	Helsby Methodist Church	Hall hire for 11.11.19 meeting	23.38
Bacs	NMC Design+Print	Print costs of Autumn Newsletter	536.00
Bacs	LITE	133 x Globe Festoon Lights (QD verge)	1,568.40
Bacs	BT Business Bill	HPC phone	81.57
Bacs	Glasdon UK Limited	Slimline grit bin for Landscape Dene	177.83
D/D	NEST	Employee/er pension contribution Nov	848.08
Bacs	Blachere Illumination UK Ltd	Replacement rope light various	442.63
Bacs	Northwich Town Council	Christmas tree purchase & install £2850	3,450.00
Bacs	Northwich Town Council	Reindeer installation £600	633.00
Bacs	Rabbitdigital	Supply & install tyres – Cablerider	490.00
Bacs	Liverpool Document Systems	50% down payment for website design	179.64
B/trans		Photocopier usage 15/07 – 04/11	
& Bac	3 x Part-time employees		1,263.26
Bacs	HM Revenue & Customs	November 2019 salaries	509.43
S/O	Arndale Transport Limited	PAYE & NI on above salaries	320.00
		Office rent for December 2019	

24. Dates of the next meetings: -

16 th December 2019 – All Committees	Upper Hall, Helsby Methodist Church 7pm start
6 th January 2020 – Finance Committee	Committee Room
13 th January 2020 – Parish Council	Upper Hall, Helsby Methodist Church

In order to maintain impartiality regarding the Part B item, both the Chairman and Parish Clerk left the meeting.

25. Part B – Exclusion of the Press and Public. To resolve 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.

PART B – Exclusion of the Press and Public

26. Confidential Items. Parish Clerk. Cllr. Porter (Chair of HR Committee) summarised recommendations from the HR Committee held 3rd December 2019 regarding the position of the Parish Clerk. The Council supported the Committee’s suggested approach and next steps.

Chairman’s signature..... Dated.....

