

Helsby Parish Council

Minutes of the Parks, Cemetery & Allotments Committee meeting held at 7.53pm on Monday, 16th December 2019 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Sarah Temple – Chairman Cllr. John Kimpton – Vice Chairman Cllr. Alan Gardner
Cllr. Patricia Holder

In attendance:

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 – PCA28/19.** There being no matters brought to the committee’s attention, it was proposed by Cllr. Gardner, seconded by Cllr. Kimpton and **RESOLVED – that Public Air Time be closed and the meeting reconvened – PCA29/19.**
- Apologies for absence were received and accepted from Cllr. Randles.
- Declarations of disclosable interests – none reported.
- Minutes of the previous meeting. Proposed by Cllr. Gardner, seconded by Cllr. Kimpton and **RESOLVED – that the minutes of the Parks, Cemetery & Allotments Committee meeting held on 28th October 2019 be accepted as accurate and duly signed by the Chairman – PCA30/19.**
- Matters arising from the previous minutes. The chairman and clerk would arrange to set up meetings with KDE (for the lighting around the parish field) and would investigate the cost implications of purchase/installation of lighting column and CCTV next to the children’s park.
- Parks, Cemetery & Allotments Committee budget for 2020/21. Proposed by Cllr. Kimpton, seconded by Cllr. Gardner and **RESOLVED – that the Parks, Cemetery & Allotments Committee recommend the following budgets for 2020/21 totalling £21,480 for the inspection and approval of the Finance Committee – PCA31/19: -**

Budget Heading Code	Description	Budget 2019/20 £	2019/20 Spend to date £	Predicted To 31/03/20	Budget recommend for 2020/21
201	Allotment maintenance	600	78	600	600
202	Allotment water charge	200	461 ^(a)	500	500^(b)
212	Cemetery maintenance	800	388	800	1,000^(c)
212a	Cemetery repairs/renewal	400	201	400	400
213	Parks maintenance	1,700	1,912 ^(d)	2,700	2,000^(e)
214	Park grass cuttings	3,500	2,511	3,500	3,500
215	Parks equipment	2,000	3,031	3,500	3,000^(f)
222	Materials	300	75	300	300
226R	Soft Safety Surface	8,000	0	8,000	8,000^(g)
260R	Future burial provision	3,566	0	3,566	2,180^(h)

Explanation of +/- 10%

- (a) & (b) Unforeseen large invoice received in 2019 for water usage (covering 21-month period) for Queens Drive Allotment Gardens which took into account the very hot dry summer of 2018. Although difficult to predict, as usage is weather dependent, the committee thought it wise to increase the budget.
- (c) Increased to cover maintenance of yew hedging and emptying spoil heap based on two emptying's in the year.
- (d) Includes £1,431 for painting teen shelter/basketball frame (awaiting money from s.106 funds). Work carried out in 2018/19 by Old Vicarage Tree Surgery but charged £480 in current fiscal year pushed the budget over estimated spend. Predicted spend includes OVTS 2019/20 work quoted at £720.
- (e) Budget 2020/21 increased in line with current expenditure.
- (f) Invoice received from Winsford Town Council £966 for monthly inspections Oct 17 – Oct 19 plus picnic table replacement (due to vandalism) £1,156 increased the committee spend. It was agreed to increase the budget to take into account the imponderables which aren't easy to predict i.e. vandalism and breakages.
- (g) To continue to build up reserve fund to replace the large surface under the toddler area (currently standing at £8,000).
- (h) The figure is 50% of the income received in the year 2018/19.

Notes: the estimated outturns for the existing fiscal year will be around £1,400 overspend. We've worked this out by forecasting the current/projected payments against the s.106 money (receipts) for the teen shelter/basketball frame expected from CWaC. There may be savings from other budget codes (e.g. 201, 212a & 222) that reduce the estimated overspend.

- 7. Parks, Cemetery & Allotments Committee expenditure – 5-Year Plan.
 - (i) Lighting circumference pathway around the Parish Field. Estimate obtained from KDE. The committee hopes to obtain funding through S106 monies.
 - (ii) CCTV for field and play area. Estimate received from CWaC to replace lighting column with sturdier column. Estimate required from CSS for CCTV installation. The committee hopes to obtain funding through grants e.g. PCC's Safe Solutions fund.
 - (iii) Replacement of safety surface under toddler area. Building up reserve funds.
- 8. Signs. Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council be RECOMMENDED to erect signs for QD Allotment Gardens and Cemetery gates showing postcodes for 999 emergency calls – PCA32/19.**
- 9. Date of the next meeting – 20th January 2020 – duly noted.

The meeting closed at 8.12pm

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

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