

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 9th March 2020 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Peter Duffy – Chairman
Cllr. Alan Gardner
Cllr. Terry O’Neill
Cllr. George Randles

Cllr. Chris Ellams
Cllr. Mags Porter
Cllr. Sarah Temple

Cllr. Michelle Massey
Cllr. Patricia Holder
Cllr. John Kimpton

In attendance:

Mrs Marj Thoburn – Helsby News
Sylvia Batty, Margaret Wright-Helsby Hillside W.I.

Chairman’s announcements: The Chairman invited Mike Branigan to address the Council to support his application to become a member of the Council for a vacancy in South Ward. Proposed by Cllr. Duffy and seconded by Cllr. O’Neill and **RESOLVED unanimously that Mr Branigan be co-opted onto the Council with immediate effect. HPC15/20.**

1. Public Air Time. Proposed by Cllr. Ellams, seconded by Cllr. Gardner and **RESOLVED – that the meeting be suspended for public participation – HPC16/20.** The two representatives from Helsby Hillside WI raised concerns regarding car parking at Helsby Community Centre and the need for improved signage. The Chairman acknowledged these concerns and, following further discussion suggested a meeting be convened with representatives of the local scout group where he would work with the Scout Group to identify solutions to the car parking issues raised.
Proposed by Cllr. Ellams, seconded by Cllr. Randles and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC17/20.**
2. Apologies for absence – received and accepted from Cllr. Barry.
3. Declarations of Interest. Cllrs. O’Neill and Randles declared non-pecuniary interest in Item 18 as both were Executive Members of Helsby Community Sports Club.
4. Police Matters
4.1 PCSO Davies report as follows:-
 - Theft of motor car.
A vehicle had been stolen from opposite Helsby High School. It was thought this had been possible via use of an electronic device given the “keyless” status of the vehicle.
 - Grant funding.
Crimebeat funding of £640 had been obtained by the Force which would be spent on CCTV stickers and bicycle marking equipment.
 - Speeding
A report detailing Trucam deployment during January, February and early March was circulated to the meeting.

- Bike marking.
A further Bike Marking event was planned at Helsby High School on Saturday 4th April from 13.30 to 15.30.
 - Upcoming Surgeries
Surgeries were planned on Friday 13th March from 12.00 to 13.00 at Helsby High School, and 14.45 to 15.45 at the Tea Rooms. Tuesday 17th March from 10.00 to 12.00 at Helsby Library. Thursday 19th March from 10.30 to 11.30 at the Tea Rooms and from 12.00 to 13.00 at Helsby High School. Tuesday 24th March from 12.00 to 13.00 at Helsby High School and from 14.30 to 15.30 at the Tea Rooms. Wednesday 25th March from 17.00-18.00 at Helsby Library. Monday 30th March from 12.00 to 13.00 at Helsby High School.
5. Minutes of the previous meeting. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED – that the minutes of the meeting held on 13th January 2020 be accepted as accurate and duly signed by the Chairman – HPC18/20.**
 6. Matters arising from the previous meeting
 - 6.1 Closure of Old Chester Road for Bridge work. Cllr. O'Neill reported that this work was expected to be completed in 2/3 weeks' time.
 - 6.2 Parkfield Drive – erection of knee-high barrier scheme at cul-de-sac. Clerk reported that this work was now complete and reimbursement of the cost of £670 had been received on 6th March from CWAC. Cllr Porter requested some positive PR via Helsby News.
 - 6.3 Rabbitdigital - Website Design. Cllr. Ellams confirmed that the Council's website was now fully compliant with EU regulations.
 - 6.4 Public Art in Helsby. Cllr O'Neill reported that progress was stalled until an art expert became available at CWAC.
 - 6.5 No report.
 7. Minutes of the Health & Safety Committee meeting held on 24th February 2020. No report-meeting cancelled.
 8. Minutes of the Human Resources Committee meeting held on 27th January 2020. Meeting cancelled. Cllr. Porter gave a verbal update on progress regarding recruitment of a replacement Parish Clerk. Report noted.
 9. Minutes of the Parks, Cemetery & Allotments Committee meeting held on 20th January 2020. Meeting held informally. Cllr. Temple reported that she had circulated informal notes to members of the Committee. Cllr O'Neill drew attention to the dumping of rubbish by residents and dog mess at the bin at the top of the Park. Cllr Temple responded confirming that this had been reported by e-mail to CWAC for remedial action.
 10. Burial Grants. Cllr Temple reported on actions recently taken in her capacity as temporary Cemetery Clerk.
 - Application from Mr S Wilkinson, Miss A Wilkinson and Masters J and H Wilkinson of Helsby as reported at the January Parish Council now completed.
 - Enid Ada White-interred in pre-purchased burial plot on 4th March 2020.

- A request was received from Michael Statham for a new cremated remains plot – granted.
11. Councillors Surgeries. A surgery was held in February by Cllrs Gardner and Ellams together with CWAC Cllr. P Bowers. No residents attended. A note was also circulated by Cllr. Kimpton of a Council Surgery held on 7th March 2020. A request was made for the Clerk to arrange meetings for the coming year and make bookings at the Community Centre.
 12. Cheshire West and Chester Council
 - 12.1 Cllr. Bowers was not able to attend.
 - 12.2 Parking in the village and around the station. Cllrs. Ellams, O’Neill reported on a meeting with meeting with CWAC Highways staff to discuss the problem parking areas. Cllr O’Neill expressed frustration that the meeting failed to reach any firm conclusions on how to alleviate the perceived parking problems within the village. Cllr Randles suggested a log be kept of dangerous incidents e.g. prams being unable to pass obstructed pavements.
 - 12.3 Helsby Payphone-main road near junction with Plovers Lane. Clerk reported Agreement now concluded with B.T. and £1 paid over. **Completed.**
 - 12.4 Helsby Payphone on main road near junction with Britannia Road-Clerk asked to check whether BT had been informed that the Council do not wish to adopt this payphone given the frequency of usage by members of the public. It should remain as a functional phone.
 - 12.5 Proposed Helsby Conservation Area-Cllr O’Neill gave an update on progress so far in progressing this initiative with CWAC. A cost of £2,187 had been identified to meet staff time employed on the project. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED that £2,187 be vired from budget heading 275-Parish Elections to 277-Conservation Area work-HPC 19/20.**
 - 12.6 Members reports-Cllr Temple reported the installation of temporary traffic lights at the top of Rake Lane. Clerk circulated a set of stickers regarding projects funded by grants from Marshes Community Benefit Fund to Cllr. Ellams
 13. The Marshes Community Benefit Fund. Cllr. Ellams reported that no funding was available and the bid closed on 28th February 2020.
 14. Frodsham Wind Farm. Cllr Duffy reported on a recent meeting of the LLC. No complaints had been received. A joint meeting with PROTOS is planned. A discussion took place regarding responsibility of various pumps employed in draining the site. And also the results of a recent bat survey.
 15. Helsby Community Association
 - 15.1 Member’s Reports-no report
 - 15.2 Car Parking. Following the earlier discussion it was agreed that Cllr Duffy would meet with representatives of the Scouts and Guides to identify appropriate solutions to alleviate the concerns expressed by the Helsby W.I.
 16. Cycle North Cheshire. Cllr. Duffy reported that the next meeting would take place on 10th March 2020 where the opportunity to develop more cycle paths through the village would be discussed – duly noted.

17. Protos –Cllr Temple reported on recent activity and had previously circulated a detailed e-mail to Council members on 6th March setting out progress on various matters. The next Community Benefit Fund meeting will take place on 20th May 2020. The next Community Forum and AGM (open to the public) will take place on 10th June 2020. A meeting of the Ellesmere Port Air Quality Forum will take place on 23rd April 2020 – Cllr Temple will be attending. Duly noted.
18. Helsby Community Sports Club
 - 18.1 Cllr. Randles reported on physical progress on site of the new Sports Club. Completion was expected around September 2-020.
 - 18.2 Following a discussion regarding progress on the draft Grant Agreement, it was agreed that Cllr. Temple and the Clerk would meet the Council's solicitors as a matter of urgency in order to simplify the document.
19. VE Day Celebrations. Cllr. O'Neill gave a comprehensive list of planned attractions and progress which was duly noted. Some of the attractions would be held on the parish field and help would be given by members of the local rugby club. Risk assessments had been carried out although agreement of the local Traffic Management Plan was still outstanding.
20. Maltby Triangle. A discussion took place regarding the new agreement signed with CWAC and whether this actually represented the intentions of the Council. After significant discussion it was agreed that this matter be referred to the Environment Committee for further discussion but, in the meantime, Northwich Town Council be requested to continue the grass cutting service given the prominence of this site at the entrance to the village.
21. Miscellaneous Matters
 - 21.1 Renewal Parish Online mapping service. Payment of £96.00 to GeoXsphere confirmed-see item 26 below.
 - 21.2 Weaver Vale Housing Trust-Cllr. O'Neill reported that a meeting had been arranged with the Trust at 11am on 11th March 2020 to discuss the allocations policy to be applied to the new development at Springfield Avenue.
22. Transport Matters. Cllr. Ellams reported the following: -
 - Arriva NW had lost their franchise
 - Older trains were outperforming newer trains
 - Liverpool Airport was doing well with fewer environmental complaints
 - A private jet skidded off the runway in January
 - Various changes were being considered to flight paths but little difference was expected from a noise perspective locally
23. Review of Helsby Neighbourhood Plan – Cllr. Temple gave an update of work in progress. Meetings were expected to restart shortly.
24. Cheshire Association of Local Councils. Cllr. O'Neill reported on recent CHALC matters mentioning meetings on Planning matters (incl. Section 106 applications) and a Town Council/Parish Council event held recently. A training course on Community Asset companies was also planned for 26th March and Councillors who were interested in

attending were asked to contact the Clerk. Cllr. Porter requested a note of thanks be sent to Jackie Weaver of CHALC for help with the recent Parish Clerk interviews.

25. Planning

25.1 The council's response to the following new planning applications were duly noted:

App No.	Address	Proposal	Comments
20/00481/FUL	Ingleside Sandy Lane.	Single storey side and rear extension	No Objections
20/00324/FUL	Land at Cable Drive	Construction of 247 Dwellings	Objections

A note (prepared by Cllr. O'Neil) detailing the Council's objections to Application 20/00324/FUL-Land at Cable Drive-was circulated to the meeting and the Clerk confirmed this had been sent to CWAC as part of the Council's formal response.

25.2 No decisions reported from CWAC

25.3 Members Reports-Cllr Temple reported on draft guidance recently opened for consultation by CWAC regarding house extensions, garage conversions and domestic outbuildings.

26. Accounts

26.1 Payments. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED – that the following payments totalling £14,971.15 paid by either standing order, direct debit, cheque or under delegated authority, be approved and noted – HPC20/20.**

Method	To whom paid	Particulars of payment	Amount
BACS	Water Plus	Queens Drive Allotments-water charges	£72.44
BACS	GeoXphere	Parish Online-mapping	£96.00
CHQ	Helsby Community Association	Annual subscription 2020	£12.00
BACS	BT	Adoption-Chester Road opp Bates Lane kiosk	£1.00
BACS	BT	i-cloud phone	£56.37
BACS	KDE	Card system-HCA	£348.00
BACS	Rabbitdigital	50% payment-web site	£490.00
BACS	Kestrel Image	Signs 999	£80.00
BACS	Helsby Methodist Church	Hall Hire-13.01.20	£17.00
BACS	AMR Technical	Christmas installation	£6,750.00
BACS	Stan Jones	Petrol-mowers	£17.41
BACS	Jeanette Hughes	Mobile phone-01.01.19-31.01.20	£97.50
BACS	Peter Duffy	Chairman's allowance	£50.00
BACS	E-on	Bridge lights usage	£132.09
BACS	Northwich Town Council	Adult gym sign-repair	£58.80
BACS	Sarah Temple	Keys cut	£17.00

DD	NEST	Ee/Er pension contrib- January 2020	£1,648.08
BACS	Employees x 3	Salaries-January	£871.26
BACS	HMRC	NI and PAYE-January salaries	£784.23
DD	Siemens	Photocopier lease	£147.81
CHQ	RBL-poppy appeal	Wreaths	£300.00
CHQ	Hallmaster Ltd	Licence fee-booking system	£224.40
CHQ	L'pool Document Systems	Photocopying charges	£292.14
CHQ	CWAC	Knee Rail, Parkfield Drive	£670.00
CHQ	Terry O'Neill	Refreshments-meeting with Highways	£12.00
CHQ	Employees x 3	Salaries-February	£1,189.25
CHQ	HMRC	PAYE-February salaries	£297.00
CHQ	Carswell Creative	V.E. celebrations-poster	£132.60
CHQ	BT	Phone-line rental	£106.77

27. Dates of the next meetings.

Dates of next meetings were reported as:-

6th April 2020		Finance Committee
14th April 2020	(Tuesday)	Parish Council
23rd April 2020		Annual Parish Meeting (Electorate)
11th May 2020		Parish Council (AGM)
18th May 2020		Parks, Cemetery & Allotments

Cllr. O'Neill informed the meeting of a spring litter pick on 4th April at 10.00am

28. Part B – Exclusion of the Press and Public. It was agreed that the press and public be excluded from the meeting for the following items on the grounds that they involve 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

29. Confidential Item-Appointment of replacement Clerk

Cllrs. Porter and Massey reported on the interviews held recently for the vacant post of Parish Clerk. Of the four candidates interviewed, two were outstanding and appropriate for appointment though both brought different areas of expertise. Following extensive discussion, it was proposed by Cllr. Gardner, seconded by Cllr. O'Neill and **RESOLVED that Claire Jones be appointed as the Parish Clerk to Helsby Council on the terms and conditions previously agreed by the Council and that a letter of appointment be sent to Ms Jones-HPC 21/20.**

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

