



# Helsby Parish Council

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7th September 2020

Please note: due to the current Government's measures for Covid-19, the Parish Council will meet virtually via Zoom. If any members of the public wish to join the meeting in this format and make a statement or raise a question at the meeting, they should contact the clerk before the meeting at [parishclerk@helsbyparish.org.uk](mailto:parishclerk@helsbyparish.org.uk) or 01928 726433.

To: All Members of Helsby Parish Council

You are hereby summoned to attend a virtual meeting of Helsby Parish Council on Monday 14<sup>th</sup> September 2020 at 7pm. This meeting will be held virtually via Zoom for transaction of the undermentioned business.

Yours sincerely,

*Claire Jones*

Claire Jones, Clerk and Responsible Financial Officer

## AGENDA

1. Public Air Time.

To suspend the meeting for public participation. Maximum time allocated for this purpose is 10 minutes subject to the Council's discretion. Members of the public may be invited to address the meeting (at the Chairman's discretion) at any time provided that the dialogue is relevant to the topic being discussed.

2. To receive member's apologies for absence.

3. Members are invited to declare any interests under the following categories:

- Pecuniary interest
- Family, Friend or Close Associate interest

4. Police Matters.

- 4.1 To note the report dated 15 August by PCSO, Lauren Davies (attached).
- 4.2 To receive a report from PCSO, Lauren Davies.
- 4.3 To consider a complaint from a resident in relation to anti-social behaviour at the playing field on Lower Robin Hood Lane.
- 4.4 To receive member's reports.

5. To accept the minutes of the meeting of Helsby Parish Council held on 10th August 2020 via Zoom.
6. Matters arising from the previous meeting not covered elsewhere in the agenda.
  - 6.1 To receive member's reports on the following items:
    - Progress on the re-opening of Old Chester Road; and
    - Removal of the goalpost on Helsby playing field.
7. Cheshire West and Chester Council
  - 7.1 To receive communications from CWaC and to consider reports and other matters relating to the principal authority.
  - 7.2 To approve the draft response to CW&C's Preliminary Stakeholder Dialogue - Play Strategy Update/Review - Questionnaire distribution to Members and Parish and Town Councils.
  - 7.3 To receive a report from Cllr. Bowers, if present.
  - 7.4 To receive member's reports.
8. Minutes of the Health and Safety Committee meeting held on 19<sup>th</sup> August 2020. Cllr. Gardner will present the draft minutes (attached). Council to note and/or consider the following recommendations:
  - 8.1 A COVID-19 workplace statement was noted (attached) and it was agreed that the full Council should consider the document;
  - 8.2 Health and Safety Policy – no amendments were proposed. Council to approve;
  - 8.3 Any Portable Appliance Testing (PAT) of electrical equipment to be carried out following the move to the new office;
  - 8.4 As the general assistant's brushcutter certification had now expired, it was agreed that he should not continue to use the Council's machinery. PCA Committee to look into the matter further at their next meeting; and
  - 8.5 Cllr. Gardner agreed to inspect safety of the cemetery garage following a request by the new cemetery maintenance contractor to use the garage for storage of his equipment.
9. Minutes of the Environment Committee meeting held on 19<sup>th</sup> August 2020. Cllr. O'Neill will present the draft minutes (attached). Council to note and/or consider the following recommendations:
  - 9.1 Public art project – to note that a meeting with representatives from CW&C and Open Eye will be held shortly to take forward this S106 project;
  - 9.2 Cllr. Randles to liaise with the Rotary Club in relation to daffodil planting on Chester Road;
  - 9.3 The contents of the lease for Maltby Triangle were noted;
  - 9.4 Clerk to arrange a working party to carry out repairs to the outdoor gym at Sherwood Court following recommendations made in April's ROSPA report;
  - 9.5 It was proposed that the Council does not continue with the annual servicing arrangements for the village clock from 2021 and instead resolves to pay for any repairs as and when required;

- 9.6 Following a complaint from a local business owner, it was proposed to request the general assistant to renovate the paint work on the 'Welcome to Helsby' sign once the flowers had been removed from the display;
- 9.7 It was proposed to ask scout leader, Colin Ashcroft, if he might be willing to take on the role of litter pick co-ordinator as the current co-ordinator would be stepping down shortly. It was proposed to formally thank Betty Grieve for her generous services to the village;
- 9.8 Given correspondence from CW&C in relation to their ownership of the Interactive Speed Sign on Chester Road, it was proposed to forward any invoices for repairs from TWM Traffic to CW&C and make reference to this correspondence in the Council's asset register;
- 9.9 Councillors to consider any additional provision of Christmas lights this year and the clerk to arrange testing of the lights in due course;
- 9.10 In relation to the recently adopted telephone box opposite Bates Lane, Chester Road, it was proposed to check that the Council was committed to the installation of a defibrillator and if so, to explore the feasibility of grant funding for a unit;
- 9.11 It was proposed to look into the costs of replacing a number of the Council's noticeboards;
- 9.12 It was noted that MP, Mike Amesbury, had written to the Council in relation to a request from a local resident about gritting provision in the village. It was proposed to explore the matter further.

## 10. Financial Matters

- 10.1 Bank Reconciliation for August 2020 – for inspection and approval (see attached report).
- 10.2 The Council has received receipts and made the following payments to the end of August as set out in the attached report.
- 10.3 To note that the Notice for the Exercise of the Public's Right to inspect the Council's 2019/20 accounts and ask questions was being displayed on the website and noticeboard.
- 10.4 To note a decision by the National Joint Council for Local Government Services (NJC) in relation to the new pay scales for 2020-21 to be implemented from 1 April 2020 (an increase of approximately 2.75%).

11. Cycle North Cheshire – to receive member's reports (for information only).

12. Burial Grants – to receive any new applications.

13. Protos - to receive member's reports (for information only).

14. Helsby Community Association – to receive member's reports (for information only).

15. Helsby Community Sports Club - to receive member's reports (for information only).

16. Cheshire Association of Local Councils – to receive member's reports (for information only).

17. Transport and Wind Farm Matters – to receive member's reports (for information only).

## 18. Miscellaneous Matters

- 18.1 Allotments – to receive any new tenancy agreements.
- 18.2 SLCC conference – to consider the clerk’s attendance at SLCC’s Virtual National Conference from 12th-16th October 2020 at a cost of £25 + VAT.
- 18.3 ICCM training courses – to consider the clerk and Cllr. Temple’s attendance at the following online training courses to be held between September and November 2020 at a cost of £700 plus VAT: Sexton Duties; Exclusive Rights of Burial; and Cemetery Management and Compliance.
- 18.4 Beer Heroes – to consider recent correspondence from nearby residents about the business not adhering to its licensing conditions and COVID-19 regulations.
- 18.5 CF Fertiliser – to consider recent correspondence from a local resident in relation to noise emissions.
- 18.6 Nub News – to consider recent correspondence in relation to this new local news website.
- 18.7 To discuss the following in relation to the latest COVID-19 guidance: re-opening of the parish office to the public and resuming Councillor surgeries and face to face meetings.

## 19. Planning

- 19.1 To receive the council’s responses to the following new planning applications:

| App no.      | Application address                       | Proposed development                               | Ward | Member recommendations |
|--------------|-------------------------------------------|----------------------------------------------------|------|------------------------|
| 20/02592/LBC | Helsby Signal Box, Helsby Railway Station | Proposed repairs and refurbishment                 |      | No objections          |
| 20/02351/FUL | Teuthill, Tarvin Rd                       | Conversion of existing outbuilding to living space |      | No objections          |

- 19.2 8 Old Chester Road, Helsby (19/00710/FUL - 3-bed detached dwelling) - To note that the appeal was dismissed by the Planning Inspectorate on 24 August 2020 (ref: APP/A0665/W/20/3252044).
- 19.3 Application 20/00324/FUL Land at Cable Drive, Helsby – to note that the Council wrote again to Rob Charnley, Acting Head of Planning, CW&C, on 18 August 2020 requesting CW&C to set up a meeting between all parties involved.
- 19.4 To receive member’s reports.

## 20. Dates of the next Council meetings.

|                                 |                           |
|---------------------------------|---------------------------|
| 28 <sup>th</sup> September 2020 | Human Resources Committee |
| 28 <sup>th</sup> September 2020 | Finance Committee         |
| 12 <sup>th</sup> October 2020   | Parish Council meeting    |