



# Helsby Parish Council

**A remote meeting of the Parks, Cemetery and Allotments Committee will take place at 7pm on Wednesday, 21<sup>st</sup> October 2020 via Zoom**

**The press and public are welcome to attend.** Please note: due to the current Government's advice on Covid-19, the Parish Council will meet virtually. 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.

## AGENDA

1. Public Air Time – to suspend the meeting for public participation. Maximum time allocated for this purpose is 10 minutes subject to the committee's discretion.
2. To receive any apologies for absence.
3. To receive request for dispensations or to note declarations of disclosable pecuniary interests in accordance with s.33 of the Localism Act 2011.
4. To approve the minutes of the previous meeting held on 27<sup>th</sup> July 2020 – copy attached.
5. Matters arising from the previous minutes of 27<sup>th</sup> July 2020. To receive members reports (for information only).
6. To discuss the Parks, Cemetery & Allotments Committee budget for the year 2020/21:

Budget Heading Code	Description	Budget 2020/21 £	Budget Spend to Date £	Predicted To 31/03/21 £
201	Allotment maintenance	600	212.90	600
202	Allotment water charge	500	28.11	500
212	Cemetery maintenance	1000	942.00	1000
212a	Cemetery repairs/renewals	400	0	400
213	Parks maintenance	2000	310.00	2000
214	Park grass cuttings	3500	2146.00	3500
215	Park equipment	3000	206.40	3000
222	Materials	300	52.05	300
226R	Soft safety surface	8000	0	8000
260R	Future burial provision	2180	0	2180

Footnotes:

- i) £885.74 retention fee paid to Horticon on 7/5/20 for the parish field path project filed under budget code 258 (sundries) – application submitted to reclaim this from CW&C under S106 monies. £1193.00 S106 reclaim for the teen shelter and basketball frame has just been paid to HPC by CW&C.
  - ii) Tree and hedge contract to be awarded shortly.
  - iii) Payments to be made in October – £1,242.00 to be paid to Northwich Town Council for the supply and installation of new cable and traveller mechanism at the play area (budget code 215), grass cutting invoice due from Northwich Town Council (Budget Code 214).
7. Summary of S106 Monies – to report on progress with the parish field path lighting and play area CCTV.
8. Asset register update.
9. Children’s Play Area
- 9.1. Update for information – To note that the cableway repair and the installation of weatherproof COVID signage have been completed.
  - 9.2. Basketball court warning signage – approval of wording.
  - 9.3. To consider bin replacement (and to note replacement of damaged bin via CW&C).
  - 9.4. To consider a further repair to the cableway – additional quote from Northwich Town Council attached in relation to replacement of the end section of the cable.
  - 9.5. To receive member’s reports – for information only.
10. Parish Field
- 10.1. To note that the goalpost has now been removed and stored in the container at Mountain View. To consider the provision of a 5-a-side pitch as a potential replacement.
  - 10.2. To receive member’s reports – for information only
11. Allotments
- 11.1. Results of the latest allotment inspection (to follow).
  - 11.2. Latest allotment tenancies and waiting list for information (attached).
  - 11.3. To note that the annual insurance policy was renewed with Chris Knott Insurance on 1/10/20 at a cost of £130.98 (no increase from last year’s premium).
  - 11.4. Cllr. Temple to report on the recent Beaver’s visit to Queens Drive allotments for their Gardening Badge.
  - 11.5. To note that the Old Chester Road Allotment Association is enquiring about S106 funds for compost bins.
  - 11.6. To receive member’s reports – for information only
12. Cemetery
- 12.1. To consider and approve a cemetery risk assessment (attached).

- 12.2. To consider a report by Cllr. Gardner in relation to the cemetery garage and to consider the replacement of the door.
  - 12.3. To note the revised central area layout (see attached).
  - 12.4. To note that an application has been made to the Commonwealth War Graves Commission for war grave signage to be installed at the cemetery gates.
  - 12.5. To consider the cemetery contractor's request to purchase HPC equipment as stored in the cemetery garage.
  - 12.6. Specification for neglected graves.
  - 12.7. To approve clearance of the spoil heap.
  - 12.8. To receive member's reports – for information only
13. To discuss any urgent matters requiring immediate attention – for info only
14. Date of next meeting – Wednesday 9<sup>th</sup> December 2020

Core members of this committee are: Cllrs. Temple, Kimpton, Duffy, O'Neill, Gardner, Randles and Holder.

Claire Jones – Parish Clerk

Thursday 15 October 2020

Email: [parishclerk@helsbyparish.org.uk](mailto:parishclerk@helsbyparish.org.uk) Phone: (01928) 726433