



# Helsby Parish Council

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3<sup>rd</sup> November 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 9<sup>th</sup> November 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. Part B 1 – 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 1 – Exclusion of the Press and Public**

2. Confidential Item – To receive a report from Paul Tudor, Bridge Engineer, Cheshire West and Chester Council, in relation to the closure of Old Chester Road.

Chairman's Announcements

3. Part A - Public Air Time (estimated to begin at around 7.15pm).

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.

4. To receive and accept any apologies for absence.

5. To receive requests for dispensations or to note declarations of disposable pecuniary interests' in accordance with s.33 of the 2011 Localism Act.
6. Police Matters
  - 6.1 To receive a report from PCSO, Lauren Davies.
  - 6.2 To receive any member reports.
7. To accept the minutes of the meeting of Helsby Parish Council held on 12<sup>th</sup> October 2020 via Zoom.
8. Matters arising from the previous meeting not covered elsewhere in the agenda.
9. Cheshire West and Chester Council
  - 9.1 To receive communications from CWaC and to consider reports and other matters relating to the principal authority.
  - 9.2 To receive a report on progress in relation to the closure of Old Chester Road.
  - 9.3 To receive an update on the 'Helsby The Art of Here' public art project and the recent grant submission to the Arts Council.
  - 9.4 To receive an update on the conservation area project.
  - 9.5 To receive a report from Cllr. Bowers, if present.
  - 9.6 To receive any member reports.
10. Minutes of the Park, Cemetery and Allotments Committee meeting held on 21<sup>st</sup> October 2020. Cllr. Temple will present the draft minutes (attached). Council to consider the following recommendations:
  - 10.1 To accept a decision not to install signage at the basketball practice court
  - 10.2 To accept the quote from Northwich Town Council to replace the worn end section of the cableway
  - 10.3 To adopt the cemetery risk assessment (attached)
  - 10.4 To replace the cemetery garage door (see Part B)
  - 10.5 To accept the proposed new layout for the central area in the cemetery (attached)
  - 10.6 To ask the cemetery contractor to complete some additional general maintenance work
  - 10.7 To purchase some small weatherproof signs to be displayed for 12 months on burial plots where remedial work is required
  - 10.8 To appoint a contractor for the disposal of the spoil heap in the cemetery.
11. Park, Cemetery and Allotment Matters
  - 11.1 To consider if the cemetery contractor may undertake private work in the cemetery to tidy up graves as requested by grave owners/relatives.
  - 11.2 To consider a request to hold dog training classes at the park on Lower Robin Hood Lane (see also planning application 20/03594/FUL under 20.1).
  - 11.3 Allotments – to receive any new tenancies.

## 12. Financial Matters

- 12.1 Bank Reconciliation for October 2020 – for inspection and approval (as attached).
- 12.2 To approve payments made and note receipts to the end of October (as attached).
- 12.3 To note the outcome of the external audit 31st March 2020 (Annual Governance & Accountability Return) as attached. To note that the Notice of Conclusion of Audit will be published along with the certified AGAR (Sections 1, 2 & 3) before 30 November.
- 12.4 To approve payment of £480 for completion of the external audit by PKF Littlejohn Ltd.

13. Cycle North Cheshire – to receive any member reports (for information only).

14. Protos - to receive any member reports (for information only).

15. Helsby Community Association – to receive any member reports (for information only).

16. Helsby Community Sports Club - to receive any member reports (for information only).

17. Cheshire Association of Local Councils – to receive any member reports (for information only).

18. Transport and Wind Farm Matters – to receive any member reports (for information only).

## 19. Miscellaneous Matters

- 19.1 To consider a donation of £250 to the Royal British Legion for their 2020 Poppy Appeal.
- 19.2 To consider the purchase of an office laptop and to note that an application for £500 of grant funding towards this equipment has been made to Cheshire West and Chester Council's Members Budgets Award Scheme.
- 19.3 To consider an increase in the clerk's minimum leave entitlement from 21 to 22 days (pro rata) following a recent agreement by the National Joint Council for Local Government Services (NALC report attached).
- 19.4 To discuss any implications in relation to the latest COVID lockdown and to consider adopting a COVID workplace statement (attached).
- 19.5 To consider the approval of an additional £975 for the cost of installation of lights on the Christmas tree by Northwich Town Council.
- 19.6 To consider a request by CW&C to part-fund a replacement handrail on Lower Rake Lane.
- 19.7 To note C F Fertiliser's response in relation to a complaint about storage of ammonium nitrate.

## 20. Planning

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

App no.	Application address	Proposed development	Ward Member recommendations
20/00324/FUL	Land at Cable Drive	Demolition of existing buildings and erection of 247 dwellings	Objects
20/03425/FUL	Land At Longster Close Helsby	Erection of one dwelling	Neither objects nor supports
20/03594/FUL	Teuthill Farm Tarvin Road	Change of use of land for dog agility training, exercising and walking	Supports

20.2 Application 20/00324/FUL Land at Cable Drive, Helsby – to receive an update from Cllr. Randles and to decide whether to meet with the developers to discuss the application.

20.3 To note an issue with CW&C's online planning notification service. Planning notifications will resume in due course.

20.4 To receive any member reports.

#### 21. Dates of the next Council meetings.

25 <sup>th</sup> November 2020	Standing Orders Committee
25 <sup>th</sup> November 2020	Human Resources Committee
9 <sup>th</sup> December 2020	Budget meetings – various committees
14 <sup>th</sup> December 2020	Parish Council meeting

22. 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 2 – Exclusion of the Press and Public**

23. Confidential Items – Ho Ho Helsby new Christmas light tenders, cemetery garage tenders, hedge and tree work (report to follow).