



# Helsby Parish Council

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8<sup>th</sup> December 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> December 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

Chairman's Announcements

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 and accept any apologies for absence.

3. To receive requests for dispensations or to note declarations of disposable pecuniary interests' in accordance with s.33 of the 2011 Localism Act.

4. Police Matters

4.1 To receive a report from PCSO, Lauren Davies, if present.

4.2 To consider a request from PCSO Davies for some match funding from the Parish Council for a road safety campaign.

4.3 To receive any member reports.

5. To accept the minutes of the meeting of Helsby Parish Council held on 9<sup>th</sup> November 2020 via Zoom.
6. Matters arising from the previous meeting not covered elsewhere in the agenda.
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 note a letter from Cllr Bowers in relation to the closure of Old Chester Road.
  - 7.3 To receive an update on the 'Helsby The Art of Here' public art project and the successful grant application to the Arts Council.
  - 7.4 To receive an update on the conservation area project.
  - 7.5 To receive a report from Cllr. Bowers, if present.
  - 7.6 To receive any member reports.
8. Minutes of the Human Resources Committee meeting held on 25 November 2020. Cllr. Porter will present the draft minutes (attached). Council to note and/or consider the following recommendations:
  - 8.1 To approve the draft appraisal and training policy (attached);
  - 8.2 To approve some principles in relation to the clerk working on an annualised hours basis; and
  - 8.3 To note that the general assistant has set out his intention to retire from the Council on 28th March 2021 and that discussions have taken place in terms of a potential replacement for the role.
9. Minutes of the Standing Orders Committee meeting held on 30 November 2020. Cllr. Temple will present the draft minutes (attached). Council to note and/or consider the following recommendations:
  - 9.1 To approve a revision to the planning application review process (see attached report);
  - 9.2 To adopt a virtual meeting procedure (attached);
  - 9.3 To approve a number of changes to the existing Standing Orders (attached); and
  - 9.4 To approve a number of changes to the existing Publication Scheme (attached)
10. Cllrs. O'Neill, Temple and Gardner to summarise the key points raised at the budget meetings held on 9 December for the H&S, Environment and PCA Committees.
11. Park, Cemetery and Allotment Matters
  - 11.1 To note that the garage door has been replaced and the spoil heap has been removed in the cemetery.
  - 11.2 To note that the outdoor gym has now been re-opened.
12. Financial Matters
  - 12.1 Bank Reconciliation for November 2020 – for inspection and approval (as attached).
  - 12.2 To approve payments made and note receipts to the end of November (as attached).

13. Cycle North Cheshire – to receive any member reports (for information only).
14. Protos - to note the meeting held with Enviroo and to receive any member reports (for information only).

15. Helsby Community Association

- 15.1 To approve Mike Branigan as the Parish Council’s representative on the HCA Committee; and
- 15.2 To receive any member reports (for information only).

16. Helsby Community Sports Club

- 16.1 To approve the lease agreement for the new parish office (attached);
- 16.2 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

- 18.1 To consider a subscription to the Wirral Transport Users Association for 2021 at a cost of £8.
- 18.2 To receive any member reports (for information only).

19. Miscellaneous Matters

- 19.1 To approve payment of £200 for 2 new replacement transformers for the Christmas reindeer through Northwich Town Council.
- 19.2 To approve a quote from Northwich Town Council to supply and install replacement Perspex for the noticeboard at Sherwood Court following vandalism for £250.

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   |
|--------------|-------------------------------------|---|------|--------------------------|
| 20/04245/FUL | 29 Primrose Lane<br>Helsby Frodsham | Two storey side/ rear, single storey rear extension and outbuilding |      | Awaiting recommendations |

- 20.2 To receive the following planning notifications:

| App no.      | Application address                          | Proposed development     | Decision |
|--------------|--|--------------------------|----------|
| 20/03425/FUL | Land At Longster<br>Close Helsby<br>Frodsham | Erection of one dwelling | Approval |

|              |   |  |   |
|--------------|---|--|---|
| 19/04256/FUL | 2 Alvanley Road<br>Helsby                         | Replacement of garage with<br>single storey annexe   | Withdrawn                                       |
| 19/04572/FUL | Springfields<br>Springfield Avenue<br>Helsby      | Erection of 11 dwellings   | Approval  |
| 20/00772/FUL | Annexe At Hope Farm<br>Blue Bridge Lane<br>Helsby | Single storey extension to<br>side   | Refusal   |
| 20/01198/FUL | 25 Old Chester Road<br>Helsby                     | Erection of one dwelling   | Withdrawn                                       |
| 20/01487/FUL | Land At Proffits Lane<br>Helsby                   | Proposed agricultural shed<br>and stable block -<br>amendment to application<br>19/00965/FUL | Approval  |
| 20/01537/FUL | Land At 8 Old Chester<br>Road Helsby              | Erection of one dwelling -<br>amendment to<br>19/00710/FUL                                   | Approval  |
| 19/01941/FUL | 6 Queens Drive,<br>Helsby                         | Erection of fence to cover<br>boundary (retrospective)                                       | Appeal dismissed<br>by Planning<br>Inspectorate |

20.3 Application 20/00324/FUL Land at Cable Drive, Helsby – to receive an update from Cllr. Randles on the meeting with the developers and progress with the Vision group.

20.4 To receive any member reports.

21. Dates of the next Council meetings.

4<sup>th</sup> January 2021                      Finance Committee  
11<sup>th</sup> January 2021                    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 – Exclusion of the Press and Public**

23. Confidential Items – Approval of the Part B minutes from 9th November 2020  
Noticeboard quotes