



# Helsby Parish Council

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## Minutes of the meeting of Helsby Parish Council held virtually at 7pm on Monday 11<sup>th</sup> January 2021 via Zoom

### Present:

Cllr. Peter Duffy – Chair

Cllr. Alan Gardner

Cllr. Sarah Temple

Cllr. Patricia Holder

Claire Jones, Parish Clerk

Cllr. John Kimpton

Cllr. George Randles

Cllr. Mike Branigan

Cllr. Michelle Massey

Cllr. Chris Ellams

Cllr. Allan Fincham

Cllr. Terry O'Neill

### In attendance:

Cllr. Paul Bowers, Cheshire West and Chester Council

Marj Thoburn representing Helsby News

Sue Lorimer, member of Helsby Hill Conservation Area working group (for item 1 only)

One member of the public

### Chair's Announcements

The Chair mentioned the latest national coronavirus lockdown. He outlined that the clerk had been classed as a keyworker given her cemetery management role but the application for a laptop seemed to be progressing which would allow her greater flexibility for home working.

1. Public Air Time. Proposed by Cllr. O'Neill, seconded by Cllr. Ellams and **RESOLVED that the meeting be suspended for public participation – HPC01/21**. Speaker one expressed his concern in relation to the short timescale of the conservation area consultation given the current COVID climate. He requested a postponement of the exercise until Spring 2022 at the earliest. Mrs Lorimer, who had been involved in the conservation area project, gave some further information about conservation areas and the plans for the proposed one in Helsby. There being no matters brought to the members' attention, it was proposed by Cllr. Ellams, seconded by Cllr. O'Neill and **RESOLVED that Public Air Time be closed and the meeting reconvened – HPC02/21**.
2. Apologies for absence were received from PCSO Davies.
3. Declarations of Interest. Cllrs. O'Neill and Randles declared non-pecuniary interest in Item 16.
4. Police Matters
  - 4.1 It was noted that PCSO Davies had sent a written report prior to the meeting, outlining areas where the Trucam speed camera had been deployed and highlighting that she had investigated some reports of anti-social behaviour. Cllr. Bowers said he had reported the presence of used nitrous oxide canisters in Towers Lane. Cllr. Kimpton

outlined that police had recently been recording vehicles parking in the vicinity of the quarry.

- 4.2 Members' reports – nothing was raised.
5. Minutes of the previous meeting. Proposed by Cllr. O'Neill, seconded by Cllr. Kimpton and **RESOLVED that the minutes of the meeting held on 14<sup>th</sup> December 2020 be accepted as accurate and be signed by the Chair at the earliest opportunity – HPC03/21.**
6. Matters arising from the previous meeting – The clerk outlined that the development company, Roundhouse, had agreed to reinstate the grass on a verge on Chester Road following complaints about them parking there whilst working on a local property. Following correspondence with CW&C's Planning Enforcement Department about caravan storage at a property on Chester Road, the clerk agreed to log a report through their planning portal so the matter could be investigated further.
7. Cheshire West and Chester Council
  - 7.1 No matters in relation to communication or reports relating to the principal authority were raised.
  - 7.2 Cllr Ellams reported that the display screen for the 'Helsby the Art of Here' public art project had been installed on 5 January at the JTO Vintage Tea Rooms. He outlined that an e-mail address had been set up so local groups/residents could send any contributions. Several members suggested getting in touch with local groups during lockdown for contributions. The next stage in the project would be the appointment of a creative producer who would work with the local community to bring more art-related ideas forward.
  - 7.3 In relation to the Helsby Hill Conservation Area project, Cllr. Duffy suggested that there was a strong swell of opinion that the consultation wasn't something that should be carried out during a pandemic. It was agreed that members would take further advice about the conservation area and make a decision on the timing of the current consultation at a date in the near future. Cllr. Duffy also suggested that all future correspondence from the conservation area panel should go through full council for approval. Cllr. Temple expressed some reservations about linking any conservation area consultation with a future review of the Helsby Neighbourhood Plan in 2023 given uncertainties with the latest Government proposals for the planning system.
  - 7.4 Cllr. Bowers reported that Highways had informed him that the Old Chester Road closure by Rake Lane should be completed within 21 days. He outlined that the residents' surveys had been postponed due to the current lockdown. It was confirmed that the Member's Budgets application for a laptop by the parish council had been approved. Cllr. Bowers said some monies were left in the fund this year if members had any suggestions.
  - 7.5 It was proposed by Cllr. O'Neill, seconded by Cllr. Randles and **RESOLVED to write a letter to Sean Traynor (Senior Manager, Transport and Infrastructure) for an update on the closure of Old Chester Road – HPC04/21.**
8. It was proposed by Cllr. Randles, seconded by Cllr. Temple and **RESOLVED to approve the minutes of the Health & Safety Committee meeting held on 9<sup>th</sup> December 2020 - HPC05/21.**

9. It was proposed by Cllr. Randles, seconded by Cllr. Temple and **RESOLVED to approve the minutes of the Parks, Cemetery and Allotments Committee meeting held on 9th December 2020 – HPC06/21.**
10. It was proposed by Cllr. Randles, seconded by Cllr. Temple and **RESOLVED to approve the minutes of the Environment Committee meeting held on 9th December 2020 – HPC07/21.** Cllr. O’Neill outlined that he would be attending an Enviroo meeting on 3 February.
11. It was proposed by Cllr. O’Neill, seconded by Cllr. Temple and **RESOLVED to approve the minutes of the Finance Committee meeting held on 4th January 2021, including the budget for the forthcoming fiscal year 2021/22 and the review of grants and earmarked reserves for identified projects and general reserves – HPC08/21** with the exception of one adjustment requested by Cllr. Temple as follows: Appendix 2 (Finance Committee budget for the year 2020/21 and for the forthcoming fiscal year 2021/22) Footnote 10, Code 258, Sundries – remove reference to cost of office move as this wouldn’t be taken out of this budget code.
- 11.1 Precept request - Proposed by Cllr. O’Neill, seconded by Cllr. Temple and **RESOLVED that Helsby Parish Council issue a Parish Precept request to Cheshire West and Chester Council for £100,943 based on budget calculations for the ensuing fiscal year 2021-22 as attached to the minutes of the Finance Committee meeting along with justification of the precept request – HPC09/21.**
12. Burial grant - it was proposed by Cllr. Ellams, seconded by Cllr. O’Neill and **RESOLVED to approve a burial grant to Mrs Morrison of Helsby in accordance with s.214 of the Local Authorities Cemeteries Order of 1977, for Exclusive Rights of Burial for a term of 75 years for Plot No. C21 Central Area at Helsby Public Cemetery, Old Chester Road – HPC10/21.**
13. Financial Matters
- 13.1 Bank reconciliation. It was proposed by Cllr. O’Neill, seconded by Cllr. Holder and **RESOLVED that the bank reconciliation sheet detailing £203,849.30 held in balances as at 31<sup>st</sup> December be accepted as accurate – HPC11/21.**
- 13.2 Receipts and Payments. Proposed by Cllr. O’Neill, seconded by Cllr. Holder and **RESOLVED that the following payments totalling £13,634.74 paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for December be approved and duly noted – HPC12/21.** The following receipts totalling £6,108.33 were also noted:

**Payments**

Arndale Transport	Rent - December 2020	£320.00
LITE	Christmas lights	£4,740.00
Eddie Bougen	Cemetery spoil heap removal	£120.00
SLCC	ILCA training fees	£118.80
C Jones - clerk	Stamps	£24.72
Northwich TC	Christmas tree	£3,390.00
Winsford TC	Play area inspections	£294.00
Classic Garage Doors	Cemetery garage door	£665.00
ChALC	Training courses	£85.00

Scottish Power	Electricity - community centre	£129.00
Water Plus	Water - community centre	£30.48
BT	Line rental	£78.04
Elev8 Media	Digital screen	£869.09
HPC staff	Salaries Dec 2020	£1,929.59
HMRC	Deductions Tax and NI Dec 2020	£594.88
NEST	Pension contribution Dec	£246.14

#### Receipts

Ho Ho Helsby	Christmas lights donation	£3,950.00
D T Turner	Garner burial fees	£260.00
CW&C	S106 payment - retention fees	£738.12
Laurence Jones	Dutton burial fees	£280.00
D T Turner	Morrison burial fees	£880.00
Natwest	Interest December 2020	£0.21

14. Cycle North Cheshire – Cllr. Duffy outlined that CNC continued to lobby for improved links from Helsby to Helsby High to enable more children to cycle to school. He stated that funding was also being sought for links from Helsby to Mouldsworth via Delamere. It was reported that the next meeting would be held on 12<sup>th</sup> January.
15. Protos – Cllr. Temple reported that the next CBF panel meeting would be held on 24<sup>th</sup> March and the next Community Forum would be held on 14<sup>th</sup> April. She outlined that projects were still being sought for the community benefit fund.
16. Helsby Community Association
- 16.1 Cllr. Branigan outlined that the building remained closed during lockdown. The clerk stated that the Scottish Power electricity account was currently in credit by around £900 and a refund would be given only with an up-to-date meter reading. Cllr. Branigan agreed to contact the caretaker to see if he could gain access to the building to take a meter reading. In the meantime, it was agreed that the clerk would see if direct debit payments could be substantially reduced.
- 16.2 It was noted that the annual membership fees had been carried over to 2021/22.
17. Helsby Community Sports Club - Cllr. Randles outlined that exchange took place on 17 December 2020 and a formal lease was now in place between CW&C and HCSC trustees. It was noted that a facilities manager had started on 4 January and several snagging issues with the new building were still being dealt with. Cllr. Randles said that all planned activities had been cancelled due to lockdown.
18. Cheshire Association of Local Councils – Cllr. O’Neill reported that information had been circulated in relation to a replacement bridge between M56 Junctions 11 and 12 (Sutton Weaver). It was proposed by Cllr. Temple, seconded by Cllr. Holder and **RESOLVED to respond to the ChALC’s speeding questionnaire to say that speeding was one of the top 3 issues in Helsby – HPC13/21**. Cllr. Ellams outlined that he had downloaded some data from the speed sign and found that at least 67% of vehicles were travelling above the speed limit. Cllr. Bowers suggested that a community speed monitoring group could be set up with the PCSO but it was outlined that response for volunteers had been very poor in the past.

19. Transport and Wind Farm Matters – Cllr. Ellams circulated a report which was noted. He outlined that there had been an 85% drop in traffic at Liverpool Airport since the start of the pandemic and reported that rail passenger numbers were also much lower. It was noted that applications for the Marshes Community Benefit Fund were open until 28<sup>th</sup> February.

20. Miscellaneous Matters

20.1 A report relating to a new parish noticeboard along with the quotes as presented under Part B at the last meeting were considered. It was proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED to purchase a 3-bay, man-made timber noticeboard at a cost of £2,663.52 along with installation by Northwich Town Council at a cost of £384 – HPC14/21.**

20.2 It was proposed by Cllr. Temple, seconded by Cllr. Ellams and **RESOLVED to renew the Council’s subscription to the Parish Online mapping service at a cost of £96, with a free upgrade to include an APGB licence – HPC15/21.**

20.3 It was noted that the outdoor gym had been closed again following the latest Government lockdown announced on 5 January.

21. Planning

21.1 The Council’s responses to the following planning applications were duly noted:

**20/04245/FUL** 29 Primrose Lane Helsby

Two storey side/ rear, single storey rear extension and outbuilding

No objections

**20/04396/FUL** Land At Plot 13 Ince Resource Recovery Park

Resource recovery facility (Plastics Recycling Facility)

No objections but comments that the proposed height of the single building is higher than the current approved 10.5m and a suggestion for horizontal colour-shading of the exterior.

**20/04662/FUL** 88 Robin Hood Lane Helsby

Two storey side and single storey side extension

Awaiting comments

**20/03481/FUL** 20 Mountain View Helsby

Single storey side extension

Awaiting comments

21.2 The following planning notifications were received:

**19/04145/FUL** Land Rear of 21 Crosland Drive Helsby Approval

**20/02592/LBC** Helsby Signal Box Helsby Railway Station Approval

21.3 Application 20/00324/FUL Land at Cable Drive, Helsby – It was noted that Cllr. Randles had circulated some further information about the development. He stated that the Vacant Building Credit confirmed the applicant’s intention for 100% market housing with no affordable housing. In relation to the Vision group, it was confirmed that the

planning consultants were due to report back to the group at the end of January/beginning of February.

21.4 Member's reports – no reports were received.

22. Dates of the next Council meetings.

18th January 2021	Parks, Cemetery and Allotments Committee
25th January 2021	Human Resources Committee
8th February 2021	Parish Council meeting

23. Part B – Exclusion of the Press and Public. Proposed by Cllr. O'Neill, seconded by Cllr. Kimpton and **RESOLVED that the press and public be excluded from the meeting for the following items 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 – HPC16/21.**

**PART B**

24. The Part B minutes of the previous meeting were approved.

The meeting closed at 20:12pm

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