



Helsby Parish Council

2nd March 2021

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 or 01928 726433. The Clerk shall record the meeting for the purpose of assisting in taking minutes, following which the recording will then be deleted.

To: All Members of Helsby Parish Council

You are hereby summoned to attend a virtual meeting of Helsby Parish Council on Monday 8th March 2021 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 receive any member reports.

5. To accept the minutes of the meeting of Helsby Parish Council held on 8th February 2021 via Zoom.

6. Matters arising from the meeting held on 8th February 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 receive an update on the 'Helsby The Art of Here' public art project.
 - 7.3 To receive a report on the conservation area project.
 - 7.4 To receive a report from Cllr. Bowers, if present.
 - 7.5 To receive any member reports.
8. Minutes of the Health and Safety Committee meeting held on 22nd February 2021 (as circulated). Cllr. Gardner will present the draft minutes. Council to consider the following recommendations:
 - 8.1 To approve the attached risk assessment in relation to the potential health and safety requirements for the new general assistant.
9. Minutes of the Environment Committee meeting held on 22nd February 2021 (as circulated). Cllr. O'Neill will present the draft minutes. Council to consider the following recommendations:
 - 9.1 To postpone the Best Kept Village Awards for another 12 months due to continuing COVID restrictions; and
 - 9.2 To seek three quotations for various work to the lime and cypress trees at Maltby Triangle.
10. Financial Matters
 - 10.1 Bank Reconciliation for February 2021 – for inspection and approval (as circulated).
 - 10.2 To approve payments made and note receipts to the end of February (as circulated).
 - 10.3 To note that no changes were made to the Council's financial risk assessment in 2020/21. They will be reviewed by the Finance Committee in April.
11. To approve new allotment tenancies for OCR7L and QD4A.
12. Cycle North Cheshire – to receive any member reports (for information only).
13. Protos - to receive any member reports (for information only).
14. Helsby Community Association - To receive any member reports (for information only)
15. Helsby Community Sports Club - to receive any member reports (for information only).
16. Cheshire Association of Local Councils – to receive any member reports (for information only). Minutes of the Executive Board meeting on 17th February attached.
17. Transport and Wind Farm Matters - to receive any member reports (for information only).
18. Miscellaneous Matters

- 18.1 To consider planting three trees at Helsby playing field/play area at a cost of £330 plus VAT.
- 18.2 To approve a social media policy (attached).
- 18.3 To approve a Freedom of Information policy (attached).
- 18.4 To consider putting draft minutes on the HPC website.
- 18.5 To receive a report from Cllr. Ellams in relation to parish councillor e-mail addresses.
- 18.6 To consider a request from Helsby Online Community for an annual Zoom Pro subscription at a cost of £143.88 (expenditure under Section 137(4)(a) of the Local Government Act 1972).
- 18.7 To note correspondence from local resident in relation to Beer Heroes.

19. Planning

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

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| 21/00049/S73 | Crag House 14 Crescent Drive Helsby Variation of condition 2 (materials to be used) of pp 18/00375/FUL Neither supports nor objects |
| 21/00127/OUT | Land Adjacent To Elm Cottage Alvanley Road Erection of one new dwelling Object - loss of privacy |
| 20/03838/FUL | 7 Windsor Drive Helsby Extension to side and rear dormer window No objection |
| 21/00378/S73 | Teuthill Farm Tarvin Road Variation of Condition 5 of 20/03594/FUL Awaiting comments |

- 19.2 To receive the following planning notifications:

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|---------------------|---------------------------|----------|
| 20/03594/FUL | Teuthill Farm Tarvin Road | Approval |
|---------------------|---------------------------|----------|

- 19.3 Application 20/00324/FUL Land at Cable Drive, Helsby – to receive an update on progress with the Vision group.
- 19.4 To approve Cllr. Standing to attend 3 ChALC planning courses at a cost of £30 each: 'Introduction to Planning'; 'The Role of Local Councils in Town Planning'; and 'Important Planning Concepts'.
- 19.5 To discuss a potential review of the Helsby Neighbourhood Plan.
- 19.6 To receive any member reports.

20. Dates of the next Council meetings.

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| 6 th April 2021 | Finance Committee |
| 12 th April 2021 | Parish Council meeting |

21. 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

22. Confidential item – To approve the Part B minutes of the meeting of Helsby Parish Council held on 8th February 2021 via Zoom.

23. Confidential item - Approval of a Formal Protocol. Cllr. Temple will present a report.

24. Confidential item - Minutes of the Human Resources Committee meeting held on 10th February 2021 (as circulated). Cllr. Temple will present the draft minutes. Council to note or consider the following recommendations:

24.1 To note that an informal feedback session was held with the Clerk and the Chairs of the HR Committee and Full Council on 24 February;

24.2 To note progress on the recruitment of a general assistant.