



Helsby Parish Council

A remote meeting of the Parks, Cemetery and Allotments Committee will take place at 7pm on Monday 26 April 2021 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 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 18th January 2021.
5. Matters arising from the previous minutes. To receive members reports (for information only).
6. To note the final budget spend for 2020/21 and to discuss the Parks, Cemetery & Allotments Committee budget for the year 2021/22:

Budget Code	Description	Budget 2020/21 £	Budget spent 2020/21 £	Budget 2021/22 £	Budget Spend to Date £	Predicted To 31/03/22 £
201	Allotment maintenance	600	529	600	0	600
202	Allotment water charge	500	76	200	0	200
212	Cemetery maintenance	1000	2013	4200	0	4200
212a	Cemetery repairs/renewals	400	665	400	0	400
213	Parks maintenance	2000	3152	2000	0	2000
214	Park grass cuttings	3500	2852	3500	0	3500
215	Park equipment	3000	2374	3000	0	3000
222	Materials	300	75	300	0	300
226R	Soft safety surface	8000	8000	8000	0	8000
260R	Future burial provision	2180	2903	2843	0	2843

Footnotes:

- i) Budget code 202 – water meter is obscured with water droplets so difficulty in taking a reading at present. To monitor periodically.
- ii) Budget code 212 – budget substantially increased to take account of cemetery maintenance contract, following the retirement of HPC staff.
- iii) Budget code 226R – Another £8,000 added to specified reserves. £24,000 expected in specified reserves by 31/3/22. Estimated costs £40,000 to replace all surfaces.
- iv) Budget code 260R - Incorrectly recorded in 2019/20 accounts so add the £723 difference = £2,903 added to specified reserves. £27,514 expected in specified reserves by 31/3/22. Budget is 50% of the amount of income received for burials in the preceding fiscal year. The income for 2019/20 was £5,686 less 50% = £2,843.

7. Allotments

- 7.1. To note that income from allotment rents for the year 2020/21 was £1,397.50.
- 7.2. Update on any responses to correspondence that was sent out after the previous allotment inspection last November.
- 7.3. To note the results of the latest allotment inspection carried out on 21 April 2021.
- 7.4. Update on damage caused by a delivery vehicle and recovery truck at Queens Drive allotments on 22 February and consideration of any amendments to the Council's Allotments Policy as a result.
- 7.5. Latest allotment tenancies and waiting list for information (attached).
- 7.6. To receive member's reports – for information only.

8. Children's Play Area

- 8.1. To discuss removal of the broken picnic benches that were vandalised on 9/10 April and to consider options for their replacement.
- 8.2. To consider plans to install CCTV in the play area and any opportunities for funding.
- 8.3. To discuss preferred designs for replacement of one or both bins in this area.
- 8.4. To note that the further cableway repairs have now been carried out by Northwich Town Council.
- 8.5. To consider additional groundworks to enable all year round use of the cableway.
- 8.6. To note that the RoSPA Play Safety inspection is due to take place shortly.
- 8.7. To receive member's reports – for information only.

9. Parish Field

- 9.1. To note that tree and hedge work was completed by Ascent Arboriculture in January. In addition, to note the remedial work carried out to a damaged tree on 18 March and the replacement of 3 felled trees (expected shortly).
- 9.2. To note comments submitted by Helsby Garden Services in relation to weekly inspections.
- 9.3. Update on the proposed project for lighting along the parish field path.
- 9.4. Update on the potential for a smaller sized football pitch on the parish field.
- 9.5. To consider a request in relation to running Tai Chi and Qigong classes at Helsby Outdoor Gym.
- 9.6. To receive member's reports – for information only.

10. Cemetery

- 10.1. To note that income received from cemetery fees in 2020/21 was £7,265.
- 10.2. To note signage has been placed on various neglected graves and the 'Grave diggings only' sign at the spoil heap is now on display.
- 10.3. To consider membership renewal with ICCM at a cost of £95.
- 10.4. To consider BRAMM registration (information attached).
- 10.5. To note that any recommendations following recent training on cemetery management will be presented for consideration at the next meeting in July.
- 10.6. To receive member's reports – for information only.

11. To discuss any urgent matters requiring immediate attention – for info only.

12. Date of next meeting – Monday 26th July 2021.

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

Claire Jones – Parish Clerk - Email: parishclerk@helsbyparish.org.uk Phone: (01928) 726433
Tuesday 20 April 2021