



Helsby Parish Council

Minutes of the meeting of Helsby Parish Council held virtually at 7pm on Monday 12th April 2021 via Zoom

Present:

Cllr. Peter Duffy – Chair	Cllr. Chris Ellams	Cllr. Michelle Massey
Cllr. Alan Gardner	Cllr. George Randles	Cllr. Terry O'Neill
Cllr. Sarah Temple	Cllr. Mike Branigan	Cllr. Paul Standing
Cllr. Patricia Holder (from 7:13)		
Claire Jones, Parish Clerk		

In attendance:

Cllr. Paul Bowers, Cheshire West and Chester Council
PCSO Lauren Davies (Item 4 only)
Marj Thoburn representing Helsby News
Emma Morgan representing Nub News

Chairman's Announcements

The Chairman expressed the Council's deepest sympathy on the death of His Royal Highness The Prince Philip, Duke of Edinburgh. He outlined that any arrangements planned by the Parish Council had been restricted due to COVID but it was noted that Cheshire West and Chester Council had opened a book of condolence in the borough until 18 April. A minute's silence was held as a mark of respect. The Chairman also referred to Government legislation which required local councils to resume face to face meetings on or after 7 May. He outlined that the future meeting schedule would be considered later in the meeting in this respect. It was also noted that following the resignation of Cllr. Kimpton, there was a vacancy for a representative on Helsby Footpath Society.

1. Public Air Time. Proposed by Cllr. Branigan, seconded by Cllr. Randles and **RESOLVED that the meeting be suspended for public participation – HPC63/21**. There being no matters brought to the members' attention, it was proposed by Cllr. Branigan, seconded by Cllr. O'Neill and **RESOLVED that Public Air Time be closed and the meeting reconvened – HPC64/21**.
2. Apologies were received and accepted from Cllr. Allan Fincham.
3. Declarations of Interest. Cllrs. O'Neill and Randles declared non-pecuniary interest in Item 13. Cllr. O'Neill also declared non-pecuniary interest in Item 16.6.
4. Police Matters
 - 4.1 PCSO Davies outlined that she had sent a Trucam speeding report prior to the meeting. She also provided an update on the incident that occurred in the early hours of 10 April where a bus shelter had been vandalised and two Council-owned benches at Helsby park had been destroyed. She requested members to submit any information about

the incident and the Clerk agreed to send any potential evidence from social media comments. Cllr. Randles suggested that Helsby News could include an article about the incident and ask for any evidence to identify the offenders. The positive feedback on Facebook about how quickly the Parish Council had responded to the damage at the park was welcomed.

- 4.2 No members' reports were received.
5. Minutes of the previous meeting. Proposed by Cllr. Randles, seconded by Cllr. Ellams and **RESOLVED to accept the minutes of the meeting held on 8th March 2021 – HPC65/21**. They would be signed by the Chair at the earliest opportunity.
6. Matters arising – Cllr. Bowers agreed to speak to the owners of Beer Heroes following a recent complaint from a local resident. The Clerk outlined that several members were now using Helsby Parish Council e-mail addresses and encouraged all members to liaise with Cllr. Ellams for assistance in transferring mail accounts. It was noted that Helsby Garden Services had started work on the general maintenance contract and had done an excellent job in dealing with the aftermath of the recent vandalism at the park.
7. Cheshire West and Chester Council
 - 7.1 Information on CW&C's website in relation to the death of the Duke of Edinburgh was noted.
 - 7.2 Update on the 'Helsby The Art of Here' public art project – Cllr. Ellams reported that creative producer, Angharad Williams, had now been appointed. He outlined that a new location was being sought for the display screen.
 - 7.3 Helsby Hill Conservation Area project - Cllr. Ellams outlined that response had been disappointing in relation to feedback from the article that had appeared in Helsby News. It was agreed that some Q&A information about the proposed area would be put on the website shortly.
 - 7.4 Cllr. Bowers report – in relation to planning application 20/00324/FUL Land at Cable Drive, Cllr. Bowers outlined that the developers had been requested to provide further information to the planning authority on their flood plan. No further update was provided regarding the road closures on Old Chester Road. He also reported that road surfacing on Cable Drive was expected to take place within the next few months and the Honeywell factory building would be demolished shortly. He agreed to provide a response to the Parish Council in relation to the Mere's Edge Vision document.
 - 7.5 No members' reports were received.
8. Cllr. O'Neill presented the draft minutes of the Finance Committee meeting held on 6th April. The following was noted/agreed:
 - 8.1 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the Grants and Earmarked Reserves going forward to 31st March 2021 – HPC66/21**.
 - 8.2 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the existing Financial Regulations, subject to one change in Section 2.6 as follows – to amend the wording 'Forward Capital Programme' to 'Business Plan' – HPC67/21**.
 - 8.3 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the Asset Register detailing £197,388 being the total value of assets held as at 31st March 2021 – HPC68/21**.

- 8.4 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the proposed amendments to the Risk Assessment – HPC69/21.**
- 8.5 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the Council's insurance schedule and investment programmes – HPC70/21.**
- 8.6 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the Financial Report 31st March 2021 – HPC71/21.**
- 8.7 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to continue paying regular payments and utilities by Standing Order and Direct Debit as an efficient method of payment – HPC72/21.**
- 8.8 Proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept some additional support for the Clerk from Jim Stockton in relation to the completion of this year's financial audit – HPC73/21.**

9. Financial Matters

- 9.1 Bank reconciliation. It was proposed by Cllr. O'Neill, seconded by Cllr. Branigan and **RESOLVED that the bank reconciliation sheet detailing £200,442.70 held in balances as at 31 March be accepted as accurate – HPC74/21.**
- 9.2 Receipts and Payments. Proposed by Cllr. O'Neill, seconded by Cllr. Branigan and **RESOLVED that the following payments totalling £13,800.73 paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for March be approved and duly noted – HPC75/21.** The following receipts totalling £2,136.93 were also noted:

Payments

Arndale Transport	Rent - March 2021	£320.00
BT	Line rental - February 2021	£77.97
Scottish Power	Electricity - community centre	£66.00
Water Plus	Water - community centre	£30.52
EoN	Seasonal illuminations	£498.96
Ascent Arboriculture	Tree work	£4236.00
Chris Ellams	Website domain renewal	£8.39
ChALC	Training fees	£30.00
Northwich TC	Path edging	£294.00
J Robotham	Paint, brushes, cable ties	£22.97
Greenbarnes	Noticeboard	£2663.52
HP UK Ltd	Laptop	£746.40
Liverpool Doc. Sys.	Photocopier service charge	£66.29
ChALC	Training courses	£210.00
ChALC	Training courses	£25.00
Community 1st Trad.	HCC insurance	£459.34
Northwich TC	Cableway repairs	£421.39
Winsford TC	Play area inspections	£210.00
BT	Line rental - March 2021	£77.97
HPC Staff	Salaries - March 21	£2495.19
HMRC	Tax and NI contributions Mar 21	£594.68
NEST	Pension contribution Mar 21	£246.14

Receipts

J C Clarke (Dignity)	Burial fees	£500.00
Helsby Com Assoc.	Electricity reclaim	£443.80
Police Crime Comm.	Safety grant PCSO	£500.00
Buckley Memorials	Memorial stone fees	£75.00
Natwest	Interest March 2021	£0.23
Monmouthshire BS	Interest 2020/21	£617.90

10. Cycle North Cheshire – It was noted that work was still in progress in relation to the Helsby to Mouldsworth cycle route and the seven sandstone bridges along the route should not impede development.
11. Protos – Cllr. Temple reported that a Community Benefit Fund Panel had been held on 24 March. It was noted that five applications had been approved, including one for a replacement portable generator for Helsby Footpath Society. Cllr. Temple reported that the Panel would be contacting Helsby High School and Hillside Primary School to encourage them to apply in future. It was outlined that the next meeting would be held on 23 June. Members noted that the next Community Forum would be held on 14 April and Peel’s newsletter providing an update on the Protos development had been circulated. Cllr. Temple outlined that the development of the incinerator would start shortly. It was agreed that the Clerk would put a copy of the newsletter on the Council’s website.
12. Helsby Community Association
- 12.1 It was noted that 3 quotes had been sought in relation to the renewal of Helsby Community Centre’s insurance cover from 5 April 2021. It was proposed by Cllr. O’Neill, seconded by Cllr. Branigan and **RESOLVED to give retrospective approval for the renewal of the insurance cover with the Village Hall Plus Group (Zurich) at a cost of £459.34 – HPC76/21.**
- 12.2 No members’ reports were received.
13. Helsby Community Sports Club - Cllr. Randles outlined that the club had been opened for outdoor sports from 29 March. He reported that the committee had now received a positive response from CW&C in relation to changing to a company limited by guarantee. It was agreed that the Clerk would put together a timeline and plan for moving to the new office.
14. Cheshire Association of Local Councils – It was noted that the next Executive Board meeting would be held on 14 April.
15. Transport and Wind Farm Matters – It was noted that the minutes of the latest Liverpool Airport Consultative Committee meeting and the Frodsham Wind Farm Local Liaison Group meeting had been circulated. Cllr. Ellams outlined that fly tipping remained an issue on the marshes.
16. Miscellaneous Matters
- 16.1 It was noted that a number of companies had been invited to quote for tree work at Maltby Triangle but response had been very limited due to the £10m public liability insurance cover required as set out in the Council’s lease with CW&C. It was proposed

- by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the quote from Treefellers for £350 plus VAT – HPC77/21.**
- 16.2 Members considered the purchase of a Tommy figure for VE Day on 8 May 2021 and it was suggested that this be placed alongside the wicker soldier at the war memorial. It was proposed by Cllr. Randles, seconded by Cllr. Branigan and **RESOLVED to purchase an unknown Tommy statue at the cost of £185 to include the Council's logo – HPC78/21.** Subject to approval from Rev. Green, Cllrs. Randles, Branigan and Ellams agreed to assist in moving the soldiers to the war memorial by 8 May.
- 16.3 It was noted that a request had been received from Lane End Developments to demolish the Council's brick bus shelter on Chester Road as part of works required in relation to their new housing development. The Clerk outlined that CW&C's Transport and Infrastructure team had confirmed that they would be willing to accept ownership of a new bus shelter at this location. It was proposed by Cllr. Duffy, seconded by Cllr. Branigan and **RESOLVED to agree to Lane End Developments demolishing the Council's brick bus shelter and funding the construction of a new one which would then be owned and maintained by CW&C – HPC79/21.** The Clerk also agreed to liaise with Lane End Developments in relation to the various planters at this location.
- 16.4 The Clerk presented a proposed meeting date schedule for 2021/22. It was noted that the date of the AGM had been moved to 6 May to enable the Council to hold this virtually before the new legislation came into force requiring face to face meetings to be resumed. It was also suggested to move the date of the Council's June meeting to fit in with the easing of lockdown restrictions. The Clerk agreed to circulate new back-up dates for the Health and Safety and Environment Committees in May. She also agreed to establish interest in committee membership in advance of the AGM in May. It was proposed by Cllr. O'Neill, seconded by Cllr. Temple and **RESOLVED to accept the 2021/22 meeting schedule – HPC80/21.**
- 16.5 It was noted that correspondence had been received in relation to car parking issues at Helsby Quarry/Alvanley Road. It was agreed that the matter would be discussed again after 21 June once lockdown restrictions had been lifted to see if this had eased the situation. Cllr. Temple suggested a community consultation to establish how Council reserves may best be spent on future projects.
- 16.6 It was proposed by Cllr. Randles, seconded by Cllr. Ellams and **RESOLVED to renew the Council's membership with ChALC for 2021/22 at a cost of £1470.04 – HPC81/21.**

17. Planning

- 17.1 The Council's responses to the following planning applications were duly noted:

21/00378/S73	Teuthill Farm Tarvin Road Variation of Condition 5 of 20/03594/FUL Supports
21/00540/FUL	Badgers Barn Chester Road Helsby Existing outbuildings to be used as separate dwelling Object (report noted containing full comments)
21/00673/FUL	83 Robin Hood Lane Helsby Extend the width of the dropped kerb and verge and pavement crossing No objections

- 21/00722/FUL** 17 Landscape Dene Helsby
Single storey rear extension
No objections
- 21/00732/FUL** 26 Queens Drive Helsby
Single storey extension to side and rear
No objections
- 21/00810/FUL** 47 Primrose Lane Helsby
Two storey side extension
No objections
- 21/00793/FUL** 8 Bramley Walk Helsby
Alterations to front porch, single storey rear extension,
replacement doors and windows, rendering application
No objections
- 21/01016/FUL** 304 Chester Road Helsby
Demolition of conservatory and erection of new orangery
No objections

- 17.2 It was noted that no planning notifications had been received.
- 17.3 Application 20/00324/FUL Land at Cable Drive, Helsby – it was agreed that Cllr. Randles would set up a meeting with members to discuss the vision document in more detail.
- 17.4 It was noted that Cllr. Standing had circulated a synopsis of recent planning courses attended. It was agreed that this would be covered in more detail at the next meeting.
- 17.5 It was proposed by Cllr. Temple, seconded by Cllr. O’Neill and **RESOLVED for Cllr. Standing to attend a ChALC course on Neighbourhood Planning at a cost of £25 – HPC82/21.**
- 17.6 Members’ reports – Cllr. Temple reminded members about the CW&C Connections event on 20 April on national planning reform.

18. The dates of the next Council meetings were noted as follows.

22 nd April 2021	Annual Parish Meeting (Electorate)
26 th April 2021	Parks, Cemetery and Allotments Committee
6 th May 2021	AGM Parish Council meeting (new date noted)

19. Part B – Exclusion of the Press and Public. Proposed by Cllr. Temple, seconded by Cllr. O’Neill 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 – HPC83/21.**

PART B – Exclusion of the Press and Public

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

The meeting closed at 9.14pm

Chairman’s signature..... Dated.....