



# Helsby Parish Council

## Minutes of the meeting of Helsby Parish Council held in the Upper Hall at Helsby Methodist Church at 7.00pm on Monday 14th March 2022

### Present:

Cllr. Terry O'Neill – Chair

Cllr. Alan Gardner

Cllr. Patricia Holder

Cllr. Peter Duffy

Cllr. Chris Ellams

Cllr. Margaret Marsh

Cllr. Paul Standing

Cllr. Sarah Temple

Claire Jones, Parish Clerk

### In attendance:

Cllr. Paul Bowers, Cheshire West and Chester Council

Marj Thoburn representing Helsby News

PCSO Steve Parr

2 members of the public

### Chairman's Announcements

The Chairman requested members to join him in condemning Russia for its invasion of the Ukraine and to wish for a swift resolution to the conflict. He sent his thanks to Lauren Davies for her hard work as PCSO in Helsby and welcomed new PCSO, Steve Parr, to the meeting. Councillors noted that a village litter pick would be held on 16<sup>th</sup> March at 12 noon. It was outlined that a Juneberry tree had been planted outside the parish office to commemorate the Queens Platinum Jubilee. The Chairman thanked Cllr. Duffy and Helsby Golf Club for their support in sourcing and planting the tree and expressed his thanks to Cllr. Ellams for his photography.

1. Public Participation. It was **RESOLVED that the meeting be suspended for public participation – HPC32/22**. A representative from the Women's Institute spoke to express concern about the disturbance of the daffodil bulbs between Frodsham and Helsby due to the construction of the new cycleway on Chester Road. She outlined that the planting of the bulbs had been a Millennium project involving considerable levels of organisation and participation from many local community groups. Cllr. Bowers outlined that he was aware of the issue and he was in discussion with CW&C Highways about planting wildflowers in this location. Given the apparent popularity of the daffodils, he agreed to explore the reinstatement of the bulbs and report back at a future meeting. There being no other matters brought to the Council's attention, it was **RESOLVED that Public Air Time be closed and the meeting reconvened – HPC33/22**.
2. Apologies were received and accepted from Cllr. Mike Branigan (who joined the meeting via Zoom).
3. Cllr. Temple declared an interest in Item 10.6 as she maintained two village planters. Cllr. O'Neill declared a non-pecuniary interest in any matters relating to Items 13.1 (one of the

representatives was a member of the ChALC Board), Helsby Community Sports Club (Item 18) and Cheshire Association of Local Councils (Item 19).

4. Policing Update – PCSO Parr introduced himself. He outlined that he was a PCSO coach and Neighbourhood Watch champion and had experience in specialist speeding equipment and mobile CCTV both of which could be used in Helsby in due course. It was confirmed that he would be continuing the surgeries and meetings that PCSO Davies had set up. It was noted that he could be contacted via e-mail at: [Stephen.Parr@cheshire.police.uk](mailto:Stephen.Parr@cheshire.police.uk). Cllr. O’Neill outlined that a ward walk for Central Ward had taken place on 28<sup>th</sup> February and it was agreed that these would be continued with PCSO Parr.

Item 15 (Helsby the Art of Here) was brought forward as Angharad Williams, creative producer for the project, joined the meeting via Zoom. She outlined that a piece of writing had been created by the project’s artist based on the work so far and this would be recorded by local schoolchildren and set to music. It was also noted that a printed document, consisting of local art and photographs, would be produced and shared with every household in Helsby. It was outlined that an event would be held at Hornsmill Primary School in April to share both pieces of work and celebrate the end of this element of the project. Councillors noted that there still remained considerable amounts of Section 106 available for a further stage of work. It was agreed that a proposal for a next stage would be presented at a future PC meeting.

5. It was **RESOLVED that the minutes of the meeting held on 7<sup>th</sup> February 2022 be accepted as accurate and duly signed by the Chairman – HPC34/22.**
6. Matters arising – It was noted under Item 10.4 (councillor induction documents) that no feedback had been received from members so this information could now be shared on the council’s website. Members also noted that comments had been submitted on the Ince Neighbourhood Plan (Item 20.4) and on both consultations relating to HyNet’s proposed North West Hydrogen Pipeline (Item 12.4). As no further response had been received from the Royal Mail on the delivery issues at Copper Brook (Item 6), it was **RESOLVED to write again to Royal Mail seeking assurance that this matter was being addressed – HPC35/22.** Under Item 9.3, the Clerk outlined that the installation of the parish field lighting and CCTV had been postponed due to the current wet ground conditions.
7. Cheshire West and Chester Council matters – Cllr. Bowers outlined that an application for Rake Lane Cottage had been received and remedial work was expected to start shortly. In relation to the re-opening of Old Chester Road, it was noted that work involving piling and a new retaining wall was due to commence imminently and this was expected to be completed by Summer 2022. It was outlined that a pilot project for planting wildflowers was planned on Latham Avenue and if requested, this could be rolled out to other areas of the village. Councillors were asked for ideas of where to store items for a ‘Library of Things’ initiative being taken forward by Transition Frodsham. Land used by Tesco, Weaver Vale Housing Trust and RSK were suggested. In relation to the proposed hydrogen village, it was outlined that CW&C’s preference was for this to be in Whitby (Ellesmere Port). It was noted that Cllr. Bowers had been approached to provide road signage for the new sports club but this was prohibitively expensive to be covered solely through Cllr. Bowers’ budget (£2,800) – he agreed to fund half the costs if another source could be found.

It was noted that Cllr. O'Neill had been approached by a local resident in relation to the poor state of the pavement on Bank House Lane. It was outlined that they had been encouraged to report the matter via the CW&C website but Cllr. Bowers also volunteered to assist if required. It was confirmed that CW&C would be removing the old bins/recycling boxes once the new ones had been introduced. Cllr. Bowers was thanked for his generous contribution towards repairing the damaged table tennis table. The Clerk noted, however, that the costs had risen by 70% since the initial quote was received last July and she would continue to negotiate with the suppliers.

8. Councillor Surgery report – Cllr. Temple outlined two members of the public had attended the surgery on 5<sup>th</sup> March and had raised matters relating to the daffodils on Chester Road and road signage for Helsby Community Sports Club. To note: the next surgery to be held on 2<sup>nd</sup> April at Helsby Community Sports Club between 10am and 11am (Cllrs. Ellams and Duffy).
9. Cllr. Ellams presented the minutes of the Health and Safety Committee meeting held on 21<sup>st</sup> February 2022. The following was noted/agreed:
  - 9.1 It was **RESOLVED to approve the lone working policy and risk assessment document – HPC36/22.**
  - 9.2 Given the potential GDPR issues with a video camera doorbell, it was agreed that a standard doorbell would be sufficient. It was **RESOLVED to approve the purchase of a doorbell and a lone worker alarm for the parish office and to remove the opaque strip off the office door – HPC37/22.**
  - 9.3 As recommended in the lone working risk assessment, it was **RESOLVED to approve the Clerk's attendance on manual handling and conflict resolution courses – HPC38/22.**
10. Cllr. Standing presented the minutes of the Environment Committee meeting held on 21<sup>st</sup> February 2022. The following was noted/agreed:
  - 10.1 It was **RESOLVED to contact LITE to request a repair to the damaged Twinkle motif and to source quotes to replace the damaged snowman motif – HPC39/22;**
  - 10.2 The action plan for the Queens Jubilee beacon lighting ceremony on Helsby Hill was noted along with the members of the working group;
  - 10.3 The proposals by St. Pauls Church to hold a civic/community service followed by a picnic at the church on Sunday 5<sup>th</sup> June at noon for the Queens Jubilee were noted. It was outlined that a meeting would be held at the church hall on 31<sup>st</sup> March to discuss the plans. The Clerk outlined that she would write to the community groups that had expressed an interest in taking part in the Jubilee to tell them about this meeting. Members agreed to support this event and to offer any funds/bunting if required;
  - 10.4 It was noted that on 11<sup>th</sup> March, a tree was planted outside the parish office by the Chairman as part of the National Association of Civic Officers Tree Planting Day for the Queens Jubilee. It was **RESOLVED to retrospectively approve the cost of the tree at £40 – HPC40/22;**
  - 10.5 It was **RESOLVED to amend the resolution agreed at the Full Council meeting on 10<sup>th</sup> January 2022 (HPC05/22) in relation to purchasing three new community noticeboards. It was agreed to purchase noticeboards for north and central wards only and to explore options for an electronic screen at Tesco as an alternative to a**

- noticeboard in south ward – HPC41/22.** It was also suggested that the parish council noticeboard at the library could be used to display community notices;
- 10.6 A report was considered in relation to the replacement of the village planters. Cllr. Standing outlined that the original proposal to replace all 21 planters had proved too costly. It was therefore **RESOLVED to purchase 6 new black planters from Amberol at a cost of £3,584.60 (three to replace the ones outside the shops, two new ones outside the parish office and a new one at Helsby Station) and to clean up and level one of the old planters at a location to be agreed - HPC42/22.** It was outlined that the Council had been advised to replace all of the compost in each of the existing planters but it was agreed that this would need to be phased at an appropriate time in the future following agreement with each planter holder. Cllr. Standing agreed to put a proposed timeline together.
- 10.7 A number of maintenance issues at Sherwood Court were noted, mainly in relation to some uneven footpaths. It was agreed that Cllr. O’Neill and the Clerk would meet with the Springfields developer to discuss a number of options.
11. Cllr. Temple outlined that the minutes of the Extraordinary meeting of the Parks, Cemetery and Allotments Committee meeting held on 7<sup>th</sup> March 2022 would be discussed under Part B.

## 12. Financial Matters

- 12.1 It was **RESOLVED that the bank reconciliation sheet detailing £233,465.34 held in balances as at 28 February 2022 be accepted as accurate – HPC43/22.**
- 12.2 It was **RESOLVED that the following payments totalling £3,545.23 paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for February be approved and duly noted – HPC44/22.** The following receipts totalling £6,504.84 were also noted:

### Payments

BT	Line rental	£76.74
C Jones	Expenses	£17.55
Helsby Garden Serv.	General Maintenance	£875.20
Water Plus	Water - community centre	£29.46
Scottish Power	Electricity - community centre	£205.00
Liverpool Doc Syst.	Photocopier charges	£46.57
Chris Ellams	NetNerd subscription	£8.39
HPC Staff	Salaries Feb 22	£1544.59
HMRC	Tax and NI contributions Feb 22	£495.59
NEST	Pension contribution Feb 22	£246.14

### Receipts

Buckley Memorials	Memorial stone fees	£100.00
RSK Group Ltd	Rent for the Eccies	£6304.80
Buckley Memorials	Memorial stone fees	£100.00
Natwest Interest	Feb 22	£0.04

### 13. Miscellaneous Matters

- 13.1 It was **RESOLVED to vote for Colin Ford and Francis Tunney in the election of parish representatives on CW&C's Standards Committee – HPC45/22.**
  - 13.2 It was **RESOLVED to approve RoSPA Play Safety's quote for an annual inspection of the play area and Sherwood Court at a cost of £70.00 + VAT per play area plus any additional items over five per play area at a cost of £3.50 + VAT per additional item – HPC46/22.**
  - 13.3 It was **RESOLVED to approve the Council's Association Membership for 2022 with Helsby Community Association at a cost of £12.00 – HPC47/22.**
  - 13.4 It was **RESOLVED approve the Council's Affiliate Membership renewal with the Peak and Northern Footpaths Society at a cost of £22.50 – HPC48/22.**
14. Protos – Cllr. Temple outlined that she had circulated the latest community newsletter and it was requested for this to be put onto the Council's website. It was also noted that the last Community Benefit Fund meeting had been held on 2<sup>nd</sup> March with grants going to Elton Community Centre and the Green Gates Community Park in Frodsham. It was outlined that the next meeting would be held on 8<sup>th</sup> June and the next Protos Community Forum meeting would be held on 6<sup>th</sup> April.
15. Helsby the Art of Here – see above.
16. Helsby Community Association – Cllr. Branigan reported that a meeting had been held with Qwest in relation to the electricity bills/meters and that the association were seeking Charitable Incorporated Organisation status. It was **RESOLVED to renew the centre's insurance cover with Community First at a cost of £469.43 – HPC49/22.**
17. Cycle North Cheshire – it was noted that Cllr. Duffy had resigned from the group. It was **RESOLVED to appoint Cllr. Temple as the Council's new representative – HPC50/22.**
18. Helsby Community Sports Club – it was noted that a coffee and chat morning would be held on the first Monday of each month. Cllr. Branigan outlined that the club had consulted with various associations and community groups in relation to the future direction of the club.
19. Cheshire Association of Local Councils – It was noted that the notes from the last meeting had been circulated as well as an update on the average speed camera pilot scheme. Cllr. O'Neill outlined that NALC had circulated a consultation for smaller councils and asked for any feedback. It was noted that a lobby day for Cheshire MP's would take place on 26<sup>th</sup> March.
20. Transport and Wind Farm Matters – Cllr. Ellams outlined that the latest round of applications to the wind farm fund had now closed and an announcement of successful candidates would be issued on 31<sup>st</sup> March. The latest figures for station usage were noted with Helsby Station having 128,000 passengers in 2019/20 and 25,000 in 2020/21. A CW&C consultation proposing to reduce the speed limit from 50mph to 40mph on the A56 Chester Road between Helsby and Frodsham was discussed. It was **RESOLVED to reply to the consultation to support the proposal but to also suggest that the speed limit should be 30mph outside Helsby High School – HPC51/22.**

21. Planning

21.1 The following planning applications were duly noted:

- |                     |  |
|---------------------|--|
| <b>22/00180/FUL</b> | 6B Station Avenue Helsby<br>Replacement of existing conservatory with single storey rear extension and conversion of garage with alterations to porch<br>Neither objects or supports – comments sent re. concerns that the loss of the garage may lead to more parking on the road |
| <b>21/05111/FUL</b> | Woodlea Bates Lane Helsby<br>Conversion of garage into annexe/habitable accommodation<br>No objections   |
| <b>22/00165/FUL</b> | 7 Meadow Close Helsby<br>Single storey and first floor side extension<br>No objections   |
| <b>22/00565/TPO</b> | The Old Stables Alvanley Road Helsby<br>Oak (T1) - Crown thin by 10%, remove epicormic growth and remove deadwood<br>Awaiting comments   |
| <b>22/00458/S73</b> | Ince Resource Recovery Park Marsh Lane Ince<br>Construction of access - Variation of Conditions 1, 4, 7 and 8 of 14/02268/FUL<br>Awaiting comments   |

21.2 The following planning notifications were noted:

- |                     |                              |          |
|---------------------|------------------------------|----------|
| <b>21/03186/FUL</b> | 11 Homeway Helsby            | Approval |
| <b>21/04188/FUL</b> | 21 Sandringham Avenue Helsby | Approval |

21.3 Mere's Edge Masterplan – it was noted that an update meeting had been held with the vision group on 9<sup>th</sup> February. It was outlined that the Brookhouse Group had requested to meet Onward Housing to discuss a number of design proposals relating to their new development.

21.4 No members reports were received.

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

- |            |                           |
|------------|---------------------------|
| 4th April  | Finance Committee meeting |
| 11th April | Full Council meeting      |

23. Part B – Exclusion of the Press and Public. It was **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 – **HPC52/22**.

PART B – Exclusion of the Press and Public

- 24. Confidential item – Quotes were considered for the grass cutting, hedge maintenance and tree survey contracts. Two contractors were chosen.
- 25. Confidential item – Members noted an increase in the Clerk’s salary (in line with the National Joint Council for local government services new rates of pay applicable from 1st April 2021).

The meeting closed at 8.40pm

Chairman’s signature..... Dated.....