



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 11th April 2022

Present:

Cllr. Terry O'Neill – Chair
Cllr. Alan Gardner

Cllr. Peter Duffy
Cllr. Mike Branigan

Cllr. Patricia Holder
Cllr. Margaret Marsh

Claire Jones, Parish Clerk

In attendance:

Marj Thoburn representing Helsby News

Chairman's Announcements

The Chairman outlined that Cllr. Standing had resigned from all committees and a new chair of the Environment Committee would be required at the next meeting. It was also noted that CW&C had agreed a new Code of Conduct which the Council would need to consider in due course.

1. Public Participation. It was **RESOLVED that the meeting be suspended for public participation – HPC56/22**. There being no matters brought to the Council's attention, it was **RESOLVED that Public Air Time be closed and the meeting reconvened – HPC57/22**.
2. Apologies were received and accepted from Cllrs. Ellams and Temple. Cllr. Standing did not attend.
3. Cllr. O'Neill declared non-pecuniary interests in matters relating to Helsby Community Sports Club (Item 16) and Cheshire Association of Local Councils (Items 11.2 and 17).
4. Policing Update – PCSO Parr did not attend the meeting but his update report was noted. In general, it was outlined that police matters had been quiet with the exception of an incident on Robin Hood Lane which remained under investigation. Cllr. Holder reported a recent incident relating to sheep worrying. It was outlined that PCSO Parr would be delivering DNA property marking kits to local residents shortly. The Clerk noted that she had reported some anti-social behaviour at the shelter at Sherwood Court and PCSO Parr had agreed to include this area in his patrol route. It was also noted that there had been a fire on the rugby pitches. PCSO Parr's e-mail was noted as: stephen.parr@cheshire.police.uk
5. It was **RESOLVED that the minutes of the meeting held on 14th March 2022 be accepted as accurate and duly signed by the Chairman – HPC58/22**.
6. Matters arising – It was noted under Item 10.6, that the new planters would be ordered shortly and would be stored in the shipping container if they were too late for the summer

bedding plant season. Under Item 10.7, it was noted that the new homes on the site of the old Springfields Independent Living Apartment site were now being advertised for rent.

7. Cheshire West and Chester Council matters – It was noted that Cllr. Bowers had sent apologies. Concern was expressed in relation to the continued lack of progress at Old Chester Road.
8. Councillor Surgery report – Cllr. Duffy outlined that one member of the public had attended the surgery on 2nd April and had raised the same matters as had been raised previously. To note: the next surgery to be held on 7th May at Helsby Community Sports Club between 10am and 11am (Cllrs. Standing and Branigan).
9. Cllr. Duffy presented the minutes of the Finance Committee meeting held on 4th April. The following was noted/agreed:
 - 9.1 It was **RESOLVED to approve the Grants and Earmarked Reserves to 31st March 2022 – HPC59/22.** It was noted that the Council's General Reserves were considerably greater than they should be. It was agreed that the Council should look into spending or allocating some of these reserves in 2022/23.
 - 9.2 It was **RESOLVED to approve the existing Financial Regulations with no amendments – HPC60/22.**
 - 9.3 It was **RESOLVED to approve the latest Asset Register as at 31st March 2022 detailing £196,793.10 being the total value of assets held – HPC61/22.** The Clerk outlined that a physical exercise to identify all the Council's assets in situ would be helpful in due course to ensure that everything was listed accurately. It was suggested that this could be done by ward area with a member from each ward. It was also noted that an insurance valuation exercise was also recommended.
 - 9.4 It was **RESOLVED to approve the Council's insurance schedule and investment programmes – HPC62/22.**
 - 9.5 It was **RESOLVED to remove George Randles as a bank signatory for the Monmouthshire savings account and to add Chris Ellams as a replacement signatory – HPC63/22.**
 - 9.6 It was **RESOLVED to approve the proposed amendments to the Risk Assessment – HPC64/22.**
 - 9.7 It was **RESOLVED to approve Bank Reconciliation and Financial Report for Year Ending 31st March 2022 – HPC65/22.**
 - 9.8 It was **RESOLVED to continue paying regular payments by Direct Debit as an efficient and acceptable method of payment – HPC66/22.**

10. Financial Matters

- 10.1 It was **RESOLVED that the bank reconciliation sheet detailing £227,660.93 held in balances as at 31st March 2022 be accepted as accurate – HPC67/22.**
- 10.2 It was **RESOLVED that the following payments totalling £8,013.15 paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for February be approved and duly noted – HPC68/22.** The following receipts totalling £2,208.74 were also noted:

Payments

BT	Line rental	£76.74
C Jones	Expenses	£54.00
Helsby Garden Serv	General Maintenance	£827.00
Water Plus	Water - community centre	£29.45
Scottish Power	Electricity - community centre	£205.00
Northwich TC	Bin installation	£117.60
Helsby Methodist	Room hire	£68.00
Signs of Cheshire	Noticeboards deposit	£930.00
PNFS	Annual subscription	£22.50
Peter Duffy	Jubilee tree	£40.00
Community First	HCC insurance	£469.43
Northwich TC	Path edging in play area	£294.00
HCA	Membership fee 2022	£12.00
Ascent Arb.	Tree work	£396.00
Ascent Arb.	Tree work	£708.00
Helsby Garden Serv	General Maintenance	£1,135.40
SLCC	Training course	£54.00
HPC Staff	Salaries - Mar 22	£1,831.25
HMRC	Tax and NI contributions Mar 22	£495.59
NEST	Pension contribution Mar 22	£247.19

Receipts

CW&C	Members Budgets grant	£500.00
Sue Earps	Allotment rent	£43.50
HCA	Electricity payment	£562.35
J C Clarke	Burial fees	£480.00
Monmouthshire BS	Interest 2021/22	£622.85
Natwest Interest	Mar 22	£0.04

11. Miscellaneous Matters

- 11.1 The meeting date schedule for 2022/23 was noted.
- 11.2 It was **RESOLVED to renew the Council's membership with ChALC for 2022/23 at a cost of £1470.04 – HPC69/22.**
- 11.3 It was **RESOLVED to retrospectively approve renewal of the Council's domain name (helsbyparish.org.uk) at a cost of £8.39 – HPC70/22.**
- 11.4 It was **RESOLVED to retrospectively approve Cllr. Temple's attendance at a Parish Online virtual training event at a cost of £15 – HPC71/22.**
- 11.5 It was **RESOLVED to renew the Council's membership with ICCM for 2022/23 at a cost of £95 – HPC72/22.**
- 11.6 It was **RESOLVED to approve a grant request for £1,000 from the Helsby Players to put on their first production – HPC73/22.** A request from St. Paul's Church in relation to funding refreshments at an event for the Queen's Jubilee was also approved in principle.
- 11.7 It was **RESOLVED to approve a revised quote of £1,379 from Caloo to repair the damaged table tennis table – HPC74/22.**

12. Protos – A report from Cllr. Temple was noted. It was outlined that the Protos Community Forum had met on 6th April and the main points were as follows: the piling work had now been completed; the EFW incinerator construction was progressing; MSBG, the Energy from Waste construction consortium, were looking for people to join their community liaison group; Peel’s application for a Plastics Park was expected to be decided at CWAC’s June Planning Committee; the annual report for the Air Quality monitoring unit at Mountain View would be available before the next Forum meeting in July; and the Protos Community Forum AGM (open to the public) would be held on 13th July.
13. Helsby the Art of Here – An update report from CW&C was noted. It was outlined that the S106 budget remained at around £41,244. It was noted that Phase 1 of the project would be completed by May 2022 and an event to conclude this phase would be held at Horns Mill Primary School on 17th May. A number of ideas for Phase 2 of the project were noted and the cost of this phase was expected to be around £33,000.
14. Helsby Community Association – No update was given.
15. Cycle North Cheshire – it was noted that Cllr. Duffy would attend the next meeting on 12th April.
16. Helsby Community Sports Club – No update was given.
17. Cheshire Association of Local Councils – Cllr. O’Neill outlined that he had attended a consultation event run by the Cheshire and Warrington Sustainability and Inclusive Growth Commission (report circulated) and a meeting of the Northern Group of the Association of Local Councils.
18. Transport and Wind Farm Matters – An update from Cllr. Ellams was noted.
19. Planning
 - 19.1 The following planning applications were duly noted:

22/00458/S73	Ince Resource Recovery Park Marsh Lane Ince Construction of access - Variation of Conditions 1, 4, 7 and 8 of 14/02268/FUL Objections based on the long time extension for the temporary access road
22/00564/FUL	43 Mountain View Helsby Erection of a part single storey and two storey side extension and single storey rear extension No objections
22/00663/FUL	3 Primrose Lane Helsby Single storey rear extension No objections

22/00903/TPO

South Bank Alvanley Road Helsby
T1 Oak - prune lateral branches by up to 2m which are encroaching onto neighbouring property and causing excessive shading
No objections

- 19.2 No planning notifications were noted.
- 19.3 Mere's Edge Masterplan – it was noted that the Brookhouse Group were continuing with their work and no meeting date had been arranged as yet.
- 19.4 It was noted that correspondence had been received about the challenges facing Helsby residents when submitting planning applications, namely the length of time taken for decisions to be made. It was agreed to refer the complaint to Cllr. Bowers for further investigation.

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

21 st April 2022	Annual Parish Meeting (Electorate)
9 th May 2022	AGM Parish Council meeting

It was noted that the Parks, Cemetery and Allotments Committee scheduled on 25th April 2022 would be rearranged.

21. 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 – HPC75/22.**

PART B – Exclusion of the Press and Public

22. Confidential item – It was **RESOLVED that the Part B minutes of the meeting held on 14th March 2022 be approved – HPC76/22.**

The meeting closed at 7.35pm

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