



# Helsby Parish Council

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10<sup>th</sup> January 2023

**To: All Members of Helsby Parish Council**

**You are hereby summoned to a meeting of Helsby Parish Council on Monday 16<sup>th</sup> January 2023 at 7.00pm in the upper hall at Helsby Methodist Church for transaction of the undermentioned business.**

**The press and public are welcome to attend. Reports referred to in this agenda are available in advance on request from the Clerk. The Clerk shall record the meeting for the purpose of assisting in taking minutes, following which the recording will then be deleted.**

Yours sincerely,

**Claire Jones, Clerk and Responsible Financial Officer**

## **AGENDA**

1. Public Participation. A period of up to 10 minutes for members of the public to ask questions or submit comments.
2. To note any apologies for absence. Apologies should be submitted to the Parish Clerk in advance of the meeting.
3. Declarations of Members' Interests. To receive declarations of personal, prejudicial and pecuniary interests from members relevant to items under discussion at the meeting.
4. Policing Update. To receive an update from PCSO and to raise any questions related to policing in Helsby.
5. Confirmation of Previous Minutes. To receive and confirm the minutes of the meeting of Helsby Parish Council held on 12<sup>th</sup> December 2022.
6. Clerks' report from the previous meeting not covered elsewhere in the agenda (for information only).
7. Chairman's Announcements (for information only).
8. To receive communications from Cheshire West and Chester Council and to consider reports and other matters relating to the principal authority.

9. Minutes of the Health & Safety Committee budget meeting held on 14<sup>th</sup> December 2022 (attached). Cllr. Gardner will present the draft minutes.
10. Minutes of the Human Resources Committee budget meeting held on 14<sup>th</sup> December 2022 (attached). Cllr. Temple will present the draft minutes.
11. Minutes of the Environment Committee budget meeting held on 14<sup>th</sup> December 2022 (attached). Cllr. O'Neill will present the draft minutes.
12. Minutes of the Parks, Cemetery and Allotments Committee budget meeting held on 14<sup>th</sup> December 2022 (attached). Cllr. Temple will present the draft minutes. Council to note and/or consider the following recommendations:
  - 12.1 To ask Wrought in the Port to carry out some work on the gate hinges at the cemetery; and
  - 12.2 To ask Advantage Roofing and Cladding to carry out an asbestos sampling survey on the cemetery garage roof.
13. Minutes of the Finance Committee meeting held on 9<sup>th</sup> January 2023. Cllr. O'Neill will present the draft minutes (attached). Council to note and/or consider the following recommendations:
  - 13.1 To approve the 'Grants and Earmarked Reserves for Identified Projects' table as set out in Appendix 1 with the caveat that the cemetery garage roof and wheelchair accessible roundabout projects is to be considered under a later agenda item;
  - 13.2 To allocate £12,500 of general reserves monies in 2022/23 to fund the proposed cemetery garage roof and wheelchair accessible play equipment projects (monies to go into earmarked reserves - codes to be allocated), thus reducing the PCA budget for 2023/24 to £40,405;
  - 13.3 To approve the proposed Finance Committee budget for 2023/24 totalling £67,688 as set out in Appendix 2;
  - 13.4 To approve the receipts budget totalling £140,798 for 2023/24 as set out in Appendix 3, subject to approval of the precept figure (see below);
  - 13.5 To approve an expenditure budget totalling £142,293 (Budget A plus £1,100 for the Ho Ho Helsby traffic management service) for 2023/24; and
  - 13.6 To issue a precept request to Cheshire West and Chester Council for £104,844 based on the above budget calculations for 2023-24 as attached to the Finance Committee minutes along with the 'Budget Report: Justification of Precept Request 2023/24'.
14. Miscellaneous Matters
  - 14.1 To give retrospective approval for a payment of £258.92 to Helsby Village Produce Association for the purchase of compost and ant powder (payments made under Standing Order 26(a) Delegation to the Clerk).
  - 14.2 To consider any action necessary following a report from the general maintenance contractor in relation to several loose coping stones on a wall adjacent to the parish field.
  - 14.3 To consider quotes for the provision of the council's photocopier contract (as attached).

- 14.4 To note arrangements for the 2023 Helsby Grant Show to be held at Helsby Community Sports Club on 28<sup>th</sup> February between 6.30pm and 9.00pm.
- 14.5 To discuss the King's Coronation on 8<sup>th</sup> May 2023.
- 14.6 Communication on Temporary Traffic Regulation Orders. Proposal to write to CW&C in relation to responsibilities of informing residents about forthcoming road closures.

15. Councillor surgery update.

16. Protos - to receive member's reports (for information only).

17. Helsby Community Association – to receive member's reports (for information only).

18. Cycle North Cheshire - to receive member's reports (for information only).

19. Helsby Community Sports Club - to receive member's reports (for information only).

20. Cheshire Association of Local Councils – to receive member's reports (for information only).

21. Transport and Wind Farm Matters – to receive member's reports (for information only).

22. Planning

22.1 To consider the council's responses to the following planning applications:

**22/03854/FUL**

Hover Force Ltd Grassy Lane Frodsham

Construction of new building associated with outdoor target activities and siting of two weather shelters/viewing areas. (part retrospective) – Re-notification dated 6 Jan regarding an additional rights of way report

22.2 To receive any planning notifications.

22.3 Mere's Edge Masterplan – to receive an update from the meeting with Sustrans and Brookhouse Group held on 6<sup>th</sup> January.

22.4 To receive any member reports – for information only.

23. Financial Matters

23.1 Bank Reconciliation for December 2022 – for inspection and approval (as attached).

23.2 To approve payments made and note receipts to the end of December (as attached).

23.3 To consider the purchase of a Year End Health Check with Scribe at a cost of £39.

24. Dates of the next Council meetings

30<sup>th</sup> January

Parks, Cemetery and Allotments Committee

31<sup>st</sup> January

Human Resources Committee

13<sup>th</sup> February

Parish Council meeting

## **Confidential Matters**

25. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and the press as well as the clerk leave the meeting during consideration of the following:  
Confidential item – Approval of the Part B minutes from 12<sup>th</sup> December 2022.