



Helsby Parish Council

11th April 2023

To: All Members of Helsby Parish Council

You are hereby summoned to a meeting of Helsby Parish Council on Monday 17th April 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 13th March 2023.
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 Finance Committee meeting held on 3rd April 2023 (attached). Cllr. O'Neill will present the draft minutes. Council to note and/or consider the following recommendations:
 - 9.1 To approve the 'Earmarked Reserves and Grants' table denoting a balance of £101,895 as at 31st March 2023.
 - 9.2 To accept the existing Financial Regulations with no amendments.
 - 9.3 To accept the Asset Register detailing £231,084.04 being the total value of assets held as at 31st March 2023.
 - 9.4 To accept the Council's current insurance schedule.
 - 9.5 To discuss the Council's Risk Assessment at the policy and procedures working group meeting being held on 27th April.
 - 9.6 To note the S106 funds available to the Council for Helsby projects.
 - 9.7 To outsource the Council's payroll service to Company B at a cost of £180 per year.
 - 9.8 To note that a payment of £527.70 was approved to renew the insurance policy for Helsby Community Centre.
 - 9.9 To accept the Council's investment programmes.
 - 9.10 To note the dates for the internal and external auditing of the Council's 2022/23 accounts.
 - 9.11 To accept the Bank Reconciliation and Financial Report for Year Ending 31st March 2023 (subject to the inclusion of an interest payment from the Monmouthshire Building Society). To allocate an additional £10,000 to earmarked reserves for future maintenance costs at Helsby Community Centre.
 - 9.12 To continue paying regular payments by Direct Debit as an efficient and acceptable method of payment.

10. Miscellaneous Matters

- 10.1 To approve the meeting date schedule for 2023/24 (attached).
- 10.2 To consider renewing the Council's membership with ChALC for 2023/24 at a cost of £1510.87.
- 10.3 To note the Statements of Persons Nominated for the 2023 Town and Parish Council Elections and to note that the election will be uncontested for all three Helsby Wards.
- 10.4 To note that a further £2,681.54 has been paid to the Council from CW&C through the Community Infrastructure Levy (CIL).
- 10.5 To discuss distribution of the 1500 bookmarks purchased for the King's Coronation.
- 10.6 To give retrospective approval for further repairs to the phone kiosk by Junoon at a cost of £18.50 (X2 Connect) [payments made under Standing Order 26(a) Delegation to the Clerk].
- 10.7 To consider renewal of the Council's annual membership with the Peak and Northern Footpaths Society at a cost of £22.50.
- 10.8 To consider renewal of the Council's annual membership with the Wirral Transport Users Association at a cost of £10.00.
- 10.9 To note that the Council completed a re-declaration of compliance with the Pensions Regulator under the Pensions Act 2008 on 21st March (requirement to re-declare every 3 years).

11. Outside Body Reports - to receive any reports from representative members (for information only).

12. Burial grant approvals - to receive any new applications.

13. Planning

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

23/00597/FUL 124 Chester Road Helsby
Two storey rear/side extension and detached garage
No objections

23/00752/FUL 23 Latham Avenue Helsby
Demolition of rear single storey outrigger and construction of
a single storey rear extension under a mono-pitched roof
featuring three velux roof windows. Insertion of rear facing
french doors
Awaiting comments

22/04294/FUL 23 Kings Drive Helsby
Extension of porch on the front of property. Erection of
wooden lean to/shed to side of property
Awaiting comments

23/00396/FUL Stocks Brow Farm Bates Lane Helsby
Demolition of existing farmhouse, and erection of 4 new
detached dwellings, associated access, and landscaping
**Objection based on poor design and concerns relating to
boundary treatments, height of development, lack of cycle
storage, management of construction traffic and loss of
heritage**

13.2 To receive any planning notifications.

13.3 To receive any member reports – for information only.

14. Financial Matters

14.1 Bank Reconciliation for March 2023 – for inspection and approval (as attached).

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

15. Dates of the next Council meetings

24 th April 2023	Parks, Cemetery and Allotments Committee meeting
27 th April 2023	Annual Parish Meeting (Electorate)
15 th May 2023	AGM Parish Council meeting