



Helsby Parish Council

5th March 2024

To: All Members of Helsby Parish Council

You are hereby summoned to a meeting of Helsby Parish Council on Monday 11th March 2024 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 the local Police Community Support Officer 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 12th February 2024.
6. Clerks' report from the previous meeting not covered elsewhere in the agenda (for information only).
7. Chair'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. To discuss CW&C's highways

improvement programme for the first quarter of 2024 and the lack of improvement works in Helsby.

9. Minutes of the Environment Committee meeting held on 19th February 2024 (attached). Cllr. O'Neill will present the draft minutes. Council to note and/or consider the following recommendations:

9.1 To formally adopt the revised Environment Committee Section of the Standing Orders.

10. Miscellaneous Matters

10.1 To provide a report on the 2024 Helsby Grant Show event which was held at Helsby Community Sports Club on 27th February.

10.2 To note a summary of the Clerk's annual appraisal as held on 6th March (including the recommended actions report) and to approve her 2024 work plan (as attached).

10.3 To note the contents of the tree surveys for Helsby Public Cemetery, Maltby Triangle, Sherwood Court and the play area/parish field and to consider quotes for various elements of high priority tree work.

10.4 To approve a quote from Northwich Town Council to replace the zip wire seat and chain unit at a cost of £250 plus VAT.

10.5 To give retrospective approval for KDE to carry out PAT tests in the parish office at a cost of £80 plus VAT (payment made under Standing Order 16(b) Delegation to the Responsible Financial Officer).

10.6 To confirm dates for councillor Microsoft 365 training with CloudyIT.

10.7 To approve RoSPA Play Safety's annual inspection of the play area and Sherwood Court at a cost of £78.00 + VAT per play area plus any additional items over five per play area at a cost of £4 + VAT per additional item.

10.8 To approve the Council's Association Membership for 2024 with Helsby Community Association at a cost of £12.00.

10.9 To receive an update on the average speed camera pilot project.

10.10 To receive an update on the cemetery extension project.

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

12. Councillor surgery update.

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

14. Planning

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

24/00168/FUL

4 Grove Bank Chester Road Helsby
Single storey front porch extension, replacement of and alterations to existing rear single storey projections, alterations to front driveway and gateway access to include new 1 metre gate and fence

No objections

- 23/01527/FUL** Priestner Buildings Chester Road Helsby
Change of use to a Tap Room - Bar (retrospective)
No comments – CW&C did not authorise an extension
- 24/00214/FUL** Bird Hurst Vicarage Lane Helsby
Single storey side extension and loft conversion with rear facing dormer
No objections
- 24/00617/TPO** Windcliffe Alvanley Road Helsby
Cypress species tree to be section felled to ground to avoid falling on electricity pole/apparatus
No objections

- 14.2 To note the latest planning notification report.
- 14.3 To note the pre-consultation letter and associated drawings in relation to a proposed radio base station installation at Meadow Farm, Lower Rake Lane.
- 14.4 To note the Dunham on the Hill and Hapsford Pre-Submission Neighbourhood Plan and Design Code and to consider submitting comments.
- 14.5 To note the revised affordable housing statement for Cable Drive (20/00324/FUL) as prepared by Onward Homes Ltd and to consider submitting a response.
- 14.6 To receive any member reports – for information only.

15. Financial Matters

- 15.1 Bank Reconciliation for February 2024 – for inspection and approval (as attached).
- 15.2 To approve payments made and note receipts to the end of February (as attached).
- 15.3 To note a transfer of £40,000 from the Natwest Business Reserve Account to the Natwest Current Account to cover payments to the end of March 2024.

16. To note the outstanding actions log.

17. Dates of the next Council meetings

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| 18 th March | Policy and Procedures Committee |
| 8 th April | Finance Committee |
| 15 th April | Parish Council meeting (note 3 rd Monday of month) |