



Helsby Parish Council

Minutes of the Environment Committee meeting held at 7.00pm in the Parish Office at Helsby Community Sports Club on Wednesday 13th December 2023

Present:

Cllr. Terry O'Neill (Chair)

Cllr. Mike Branigan

Cllr. Rob Nicklin

Also present:

Claire Jones Parish Clerk

1. Public Participation – No matters were brought to the Committee's attention.
2. Apologies were noted from Cllr. Ellams.
3. Declarations of Members' Interests. None were reported.
4. Confirmation of Previous Minutes. It was **RESOLVED** that the minutes of the Environment Committee meeting held on 26th September 2023 were accepted as accurate and were duly signed by the Chair – **E21/23**.
5. Clerk's report – the following was noted:
 - Article on the climate change working group to be prepared for the next edition of Helsby News (Clerk to ask Cllr. Copeman);
 - Defibrillator training booked in at HSCS on 17th January from 6pm. Committee members were requested to attend;
 - The bunting was back in the storage container;
 - A request for 30 more lamppost poppies was made for 2024/25 (Clerk to seek a formal resolution); and
 - A few complaints had been made about the size of this year's Christmas tree. Members suggested that the use of a planted tree might be a better solution in the future and agreed to look at options. It was also noted that there were a few issues with the traffic management service at the Ho Ho Helsby event and the Clerk agreed to liaise with representatives at Ho Ho Helsby to discuss the matter further.
6. It was **RESOLVED** to recommend the following Environment Committee budget for 2024/25 totalling £30,797 for the inspection and approval of the Finance Committee – **E22/23**.

Budget Heading Code	Description	Budget 2023/24 £	Budget Spend to Date £	Predicted To 31/03/24 £	Recomm. Budget 2024/25 £
218	Bedding Plants	500	371.71	736.71	750
219	Village clock	0	0	0	0
220	Maltby Triangle	200	31	31	210
222	Christmas tree	2,700	0	2,949	2,757
223	Litter/dog/grit bins	400	0	0	400
224	Village awards	200	0	0	0
225	Ho Ho Traffic M'ment	1,100	0	1,050	1,155
226	Average speed cameras	5,000	0	5,000	0
227	Bridge lantern lights	1,000	457.69	617.69	1,000
228	Christmas illuminations	15,500	2,370.90	10,282.90	20,000
229	Sherwood Court land	500	834.50	1,628.50	525
230	Street Furniture/BT boxes	6,000	1,731.76	7,556.76	4,000
231	War memorial	0	0	0	0
TOTAL		33,100	5,797.56	29,852.56	30,797

All figures above exclude VAT.

The following was also noted:

- i) Code 218 – includes overdue 2022 invoice from Singleton Nurseries for £365.
- ii) Code 220 – cost for hedge maintenance in 2024/25 is £33.
- iii) Code 222 – Mega contract costs for 2023/24 are £2,625 and in 2024/2025 £2,757. Charged extra for putting up star in 2023/24 (£324).
- iv) Code 223 – Some grit and dog bins may potentially need to be replaced within the next few years.
- v) Code 224 - not held in 2023 and will not be held in 2024.
- vi) Code 226 – Helsby may be eligible for PCC pilot project. Around £50,000 may be required in upfront costs. Agreed to move further funds to earmarked reserves, including £5,000 from 2023/24 budget (see below).
- vii) Code 228 – Very few new lights purchased in 2023/24. To consider purchasing additional tree wrap lights and new lighting display for Maltby Triangle in 2024/25. AMR Technical contract costs in 2023/24 are £7,162 and 2024/25 are £7,269. Costs so far include electricity costs for 2022/23 and tree wrap dismantling work.
- viii) Code 229 – Will include any costs not in earmarked reserves for Sherwood Court project. Total cost of project £10,794.17 and £10,000 in earmarked reserves. Cost for hedge maintenance in 2024/25 is £154.
- ix) Code 230 – could purchase 10 additional new planters in 2023/24 in time for summer planting season (around £4,250). New noticeboard for south ward to be taken from budget in 2024/25 (Clerk to apply for licence from CW&C).

It was also **RESOLVED** to request the Finance Committee to add **£45,000** to earmarked reserves (Code 519) for the average speed camera pilot project (£5,000 from Code 226

and £40,000 from general reserves) – E23/23. It was noted that £10,000 remained in earmarked reserves for the Sherwood Court landscaping project (Code 503), £10,000 for Helsby Community Centre maintenance (Code 520) and £5,363 for CIL payments (Code 505). It was agreed that any remaining monies from the Queens Platinum Jubilee (£606) held in reserves would be used to part fund the 2024 Grant Show. Members agreed that any funds required for additional village maintenance in 2024/25 (e.g. hedge cutting, sign cleaning) could be taken from general reserves.

7. Miscellaneous matters

- 7.1. It was **RESOLVED to approve a request to purchase an additional 10 planters by March 2024 at a cost of around £4,250 (Code 230) – E24/23.**
- 7.2. Cllr. O'Neill outlined that the first meeting of the Climate Change Working Group had been held on 7th December and 8 people had attended. It was noted that bike storage, e-bike rental and a plastic free initiative had been discussed. The Clerk agreed to organise the date of the next meeting with Cllr. Copeman.
- 7.3. Sherwood Court landscaping project update – it was noted that the council had agreed to proceed with the work on 8th January for health and safety reasons despite not having the relevant permissions from CW&C (to be sought retrospectively). The Clerk agreed to liaise with the contractors in relation to any relevant paperwork to be supplied before the project commenced.
- 7.4. Cllr. Nicklin agreed to review the existing delegated functions of the Environment Committee as set out in the Standing Orders using the approved template as drawn up by the PCA Committee. It was agreed that this would be considered at the next meeting.

8. No urgent matters were raised.

9. The date of the next meeting was noted as Monday 19th February 2024.

The meeting closed at 7.40pm

Chair's signature Dated.....