



# Helsby Parish Council

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**19<sup>th</sup> September 2023**

**To: Members of the Environment Committee**

**You are hereby summoned to attend an Environment Committee meeting of Helsby Parish Council on Tuesday 26<sup>th</sup> September 2023 at 7.00pm in the parish office at Helsby Community Sports Club 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. Confirmation of Previous Minutes. To receive and confirm the minutes of the previous meeting held on 3<sup>rd</sup> July 2023.
5. Clerk's report from the previous meeting not covered elsewhere in the agenda (for information only).
6. To note the budget spend for 2022/23 and to discuss the Environment Committee budget for the year 2023/24:

Budget Code	Description	Budget 2022/23 £	Budget spent 2022/23 £	Budget 2023/24 £	Budget spent to date £	Predicted To 31/03/24 £
218	Bedding Plants	400	505	500	164	750
219	Village clock	300	0	0	0	0
220	Maltby Triangle	1000	0	200	0	200
222	Christmas tree	3000	2500	2700	0	2700
223	Litter/dog/grit bins	400	204	400	0	400
224	Village awards	200	0	200	0	0
225	Ho Ho Traffic M'ment	1050	1050	1100	0	1100
226	Average speed cameras	5000	0	5000	0	0
227	Bridge lantern lights	1000	641	1000	288	700
228	Christmas illuminations	15500	12069	15500	1,995	10000
229	Sherwood Court land	1000	1303	500	538	538
230	Street Furniture/BT boxes	10000	6076	6000	15	2700
231	War memorial	0	0	0	0	0
<b>TOTAL</b>		<b>38,850</b>	<b>24,348</b>	<b>33,100</b>	<b>3,000</b>	<b>19,088</b>

Footnotes:

All figures above exclude VAT and are rounded to the nearest £1.

- i) Code 218 - invoice outstanding for last year's bedding plants at around £340. Changed suppliers for 2023/24. 3 additional planters purchased and volunteer numbers falling so costs likely to rise.
- ii) Budget Code 220 – Cost for hedge work £30. Tree pruning work carried out and obsolete Christmas lights removed but work allocated to other codes.
- iii) Budget Code 226 – allocated to average speed camera pilot project plus an additional £5,000 in earmarked reserves.
- iv) Code 227 – should be cheaper due to new LED lighting.
- v) Codes 228 – Funds spent on tree wrap work and container planning application so far. Met Ho Ho Helsby on 20<sup>th</sup> September to discuss plans for 2023. Some lit spheres to be purchased this year.
- vi) Code 229 – monies spent on RoSPA and Caloo safety inspections. £10,000 allocated in earmarked reserves for landscaping improvements. Could also vire money from Code 230 and 226.
- vii) Code 230 – possible expenditure on new South Ward noticeboard (£840 plus installation), benches and planters (£1,716 to be taken from this code and £2,534 from earmarked reserves under Code 517).

## 7. Miscellaneous Matters

- 7.1 To review the 'Christmas Tree Installation plus Associated Work' contract 2022/25 with Mega Electrical.

- 7.2 To review the 'Festive Light Installation plus Associated Work' contract 2022 to 2025 with AMR Technical.
  - 7.3 To report on the meeting held with Ho Ho Helsby on 20<sup>th</sup> September and update on any new/replacement equipment requested. To consider the purchase of several lit spheres for the tree at the station car park.
  - 7.4 To consider a quote from Blue Arrow Traffic Management Ltd for the traffic management service at this year's Ho Ho Helsby event.
  - 7.5 To consider requesting the Clerk to send letters in relation to overgrown trees and hedges in the parish (see attachment from Elton Parish Council).
  - 7.6 Village planters update.
  - 7.7 To consider a review of the delegated functions of the Environment Committee as set out in the revised Standing Orders dated 11<sup>th</sup> September 2023.
  - 7.8 To consider membership and terms of reference for a Climate Change Working Group.
  - 7.9 To receive member's reports – for information only.
8. To receive any relevant liaison committee and/or emission monitoring reports.
9. To discuss any urgent matters requiring immediate attention – for info only.
10. Date of next meeting – Wednesday 13<sup>th</sup> December 2023.
11. Confidential Items – Exclusion of the Press and Public. To resolve 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.

#### **CONFIDENTIAL ITEMS – Exclusion of the Press and Public**

12. Confidential item – to consider quotes received for the Sherwood Court Landscaping contract.

Core members of this committee are: Cllrs. O'Neill, Ellams, Duffy, Branigan, Nicklin.

Claire Jones – Parish Clerk

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