

Guiden Sutton Parish Council

Minutes of the annual meeting of the Council held on Monday May 10, 2004 in Guilden Sutton Village Hall.

Chairman: Cllr D Fisher.

Present: Councillors Armitage, Astbury, Bayton, Fisher, Hughes, Paterson, Proudlove, Young.

In attendance: PC R Boulton (Policing matters), County Cllr J E Burke and Neil Anderton Esq (A51 maintenance), City Cllr J R Boughton.

Public Speaking Time

There was no public speaking.

1 Apologies. City Cllr B J Bailey.

2 Procedural matters.

(i) Declarations of interest. Cllr P A Astbury declared a prejudicial interest in planning application 04/00645/FUL at 7 Heath Bank, Guilden Sutton Lane being the immediate neighbour and would leave the room during consideration of that item.

(ii) Election of a Chairman of the Council for the ensuing year. It was proposed by Cllr Armitage, seconded by Cllr Bayton and agreed that Cllr D Hughes should be elected Chairman of the Council for the ensuing year. There being no further nominations, Cllr Hughes was so elected. Cllr Hughes signed the declaration of acceptance of office and thanked Members for their consideration. Vacating the chair, Cllr Fisher thanked the Council, particularly the new Members, for their contribution during his year of office.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday April 19, 2004. The minutes of the ordinary meeting of the Council held on Monday April 19, 2004 were proposed by Cllr Armitage, seconded by Cllr Paterson and agreed.

(iv) Election of a Vice Chairman of the Council for the ensuing year. Proposing Cllr P M Paterson, Cllr Armitage suggested that one of the strengths of the Council had been the practice of the Vice Chairman becoming Chairman in the following year. This was a good system which had worked well enabling Members with four years' service to take office. He hoped that Cllr Paterson would be ready and willing to take over as Chairman. Cllr Paterson was seconded by Cllr Young. There being no further nominations, Cllr Paterson was so elected. Cllr Paterson signed the declaration of acceptance of office and thanked Members for their consideration.

(v) Election of representatives to outside bodies:

(a) Cheshire Association of Town and Parish Councils, Chester Area Meeting (three representatives). It was agreed that Cllrs Armitage, Fisher and Hughes would continue. The Clerk pointed out that all Members were able to attend this meeting although only any three of those present could vote should this arise.

(b) Cheshire Community Council Village Halls Forum. It was agreed that Cllr Hughes would continue.

(c) CPRE. It was agreed that Cllr Bayton would lead on CPRE matters although any other Members were welcome to contribute.

(d) Guilden Sutton Village Hall Management Committee. It was agreed that Cllr Paterson would continue.

(e) Gowy North Area Committee. The Chairman believed it was important that the Council should be represented at meetings of the Gowy North Area Committee. This was confirmed. It was noted that invitations to attend were normally issued on the basis of one for each Member of the Council.

(vi) Appointment of office holders.

(a) Parish Paths Warden. It was agreed that B Lewin Esq should be invited to continue as Parish Paths Warden.

(b) Parish Tree Warden. It was agreed that M Gartland Esq should be invited to continue as Parish Tree Warden.

(c) Local Bus User Contact. It was agreed that Cllr P A Astbury should be invited to continue as Local Bus User Contact.

(vii) Action list. This would be circulated by the Clerk.

(viii) Members' expenses. The Clerk said he was anxious that Members who used their own computer equipment in connection with the business of the Council should feel able to reclaim expenses incurred on consumables or other running costs should they wish to do so. It was noted that expenses incurred by Members could also include telephone charges and mileage. Cllr Fisher pointed out the Government was encouraging local authorities to conduct their business electronically. **Action: Advice to be sought from the Cheshire Association of Town and Parish Councils.**

3 Planning

(i) New applications

04/00268/FUL side and rear extension at 69 Oaklands CH3 7 HG for Mr. Hawkin. The Clerk reported the receipt of advice from City Cllr J R Boughton that the planning officer would carefully consider the extent of the increase in the floorspace of the original dwelling. The concerns as to parking on the frontage of the curtilage had been referred by the planning officer to the highway authority but it was noted the applicant, if he wished, could use the front garden for parking without further planning permission.

04/00457/FUL single storey extension and rooflight to main roof at 16 Guiden Sutton Lane CH3 7EY for Mr and Mrs O'Brien. The planning officer had been informed the Council had no objection to the application so far as it affected the rear of the property but objected to the proposed extension to the front of the dwelling due to the detrimental impact on the street scene in the particular context of other dwellings on Guiden Sutton Lane which had not been similarly extended. The Clerk reported the receipt of advice from City Cllr J R Boughton that part of the proposed single storey extension to the front of the dwelling could be carried out as permitted development. The Clerk further reported he had been advised by the planning officer that the proposal at the front of the dwelling had been withdrawn by the applicant. This was noted.

04/00597/FUL proposed rear conservatory at 8 Hickmore Heys CH3 7SN for Mr. Richardson. Further inquiries would be made by Cllr Young. **Action: Cllr Young.**

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04/00618/FUL 22.5 metre tower, radio equipment cabin, antennas and ancillary equipment in fenced compound at Tile Farm, Wicker Lane for T Mobile UK Ltd. Cllr Armitage reported and suggested that if the application was valid, he questioned whether the Council would have grounds for objection. The Clerk reported the receipt of copy correspondence from City Cllr J R Boughton from the planning officer to the agents referring to a lack of pre application consultation and information as to where the proposed access route would join the public highway. This latter point had been raised by P M Ashton of Holly House, 5 The Steadings who suggested that no permission had been sought or given for access across privately owned land. It was agreed that an objection should be raised to enable further information to be sought as to the coverage from other T Mobile masts in the area and the possibility of mast sharing. Disappointment would be expressed that there had been no pre consultation. **Action: local planning authority and agents to be informed.**

04/00645/FUL single storey extension at 7 Heath Bank, Guiden Sutton Lane for Mr and Mrs C Howarth. Cllr Astbury declared a prejudicial contrast and left the room. Cllr Paterson reported. It was agreed that no observations would be made subject to any further responses from those neighbours who had been consulted. **Action: Local planning authority to be informed.**

(ii) decision notices

04/00300/FUL conservatory at Meadow Lea Farm, Station Lane, Mickle Trafford for J Graham Esq. Planning permission.

(iii) appeal.

03/01546/OUT two storey dwelling in part of garden at Newhall Rise, School Lane, CH3 7EU for Mr and Mrs J Cox. The decision notice was awaited.

(iv) General.

03/00183/FUL (Amended) rear single storey extension at 6 School Lane CH3 7 ET for Mrs S Boughton. Further to the previous report by the Clerk that a proposal had proceeded under permitted development, the Chairman said it had been intended there should be no further development to preserve the cottage style nature of the property. City Cllr J R Boughton indicated that any further proposal would require planning permission.

(v) Strategic planning.

Cheshire County Council: draft deposit structure plan alteration. Cllr Armitage reported. He expressed disappointment that targets had been omitted for journeys by public transport and bicycle and that although affordable housing would be permitted in addition to general allocations, he believed it should be quantified. County Cllr J E Burke indicated that Chester district was exceeding its housing targets by 60% and that cycling targets had been omitted as they were over optimistic. Cllr Armitage believed the reduction in house building sought by regional planning guidance in areas such as Chester should enable the local authority to take a more robust position in refusing applications for development in the Green Belt.

4 Parish car park.

There was nothing to report.

5 Leisure Services.

(i) playing field. (a) repairs to surface. This had been raised with the grounds maintenance contractor. (ii) litter bin. The Council confirmed its preference for a green or black bin. The grounds maintenance contractor would be invited to supply and fit a post up to a maximum of £50. **Action: Estimate to be sought from grounds maintenance contractor.** The Chairman reported he had discovered a disappointing quantity of litter on the playing field and its surrounds.

(ii) play area. (a) seating. The Clerk would progress the agreement with the City Council for the seat to be relocated to a position on the opposite verge. **Action: The Clerk .** Inquiries as to the position with respect to the proposed

bench seating would be made by Cllr Proudlove. **Action: Cllr Proudlove.** (ii) improvement scheme. The position with respect to the application for grant to WREN would be ascertained on June 30, 2004. **Action: The Clerk.**

(iii) public footpaths. Correspondence was being referred by the Clerk to the Parish Paths Warden. **Action: The Clerk.**

(iv) grounds maintenance. A progress meeting had been held with the grounds maintenance contractor on Saturday April 24, 2004. information as to the parish councils contract had been submitted to the City Council for consideration in connection with the possibility of a district wide tender being prepared for all grounds maintenance work, to be recharged at cost.

(v) public seats. There was nothing further to that minuted above.

(vi) landscaping, Fox Cover. It is noted that a significant improvement had been achieved thanks to the efforts of Cllr Bayton. There was a recurring problem with the growth of grass and advice would be sought from the grounds maintenance contractor. **Action: Advice to be sought from grounds maintenance contractor.**

(vii) provision for youth. Cllr Paterson reported a meeting was to be held on Thursday May 27, 2004.

6 Public transport. (i) provision of seats in shelters. The installation of the proposed seating was awaited.

7 Highways

(i) major schemes: (a) cycle way. Clarification was being sought as to the scheduling of the anticipated funding for this project, now thought to be likely in 2005/06. (b) maintenance, A51. County Cllr J E Burke and Neil Anderton Esq reported. It was noted the junction with Wicker Lane would be closed overnight at weekends. These would be signed in advance. A temporary 30 mph limit would apply to the whole length of Wicker Lane from the commencement of the contract on June 1, 2004. Cllr Armitage believed this would be a good opportunity to evaluate a lower limit on the road. County Cllr Burke indicated there was a good chance a limit would be approved if requested. It was noted the contact telephone number for inquiries during the contract was 01244 603788. County Cllr Burke and Mr. Anderton were thanked for their report.

(ii) local matters. (a) provision of equestrian warning signs. The installation of these signs was awaited. (b) speed trailer. The position as to the future availability of the speed trailer was being ascertained by the Clerk. (c) Wicker Lane. A response was awaited from the highway authority as to the request for slow markings at the approach to Annie Hughes's Hill. The Clerk understood that markings which had been observed in the carriageway by Cllr

Proudlove were in anticipation of a scheme by the water authority. (d) speed restriction A 41. The Clerk understood that a survey of the accident record on the whole length of the A41 from Upton to Sainsburys roundabout was to be undertaken and that as a consequence of that, a lower speed limit might be proposed. Cllr Astbury confirmed it was an offence to enter the white markings in the centre of the dual carriageway. An appropriate note would be included in the newsletter. **Action: The Clerk.** (e) Footway, Guilden Sutton Lane. The District Maintenance Engineer was being advised of concerns as to the condition of the surface of the footway on Guilden Sutton Lane which was overgrown and required edging out. (f) street nameplate, Heath Bank. The removal of a street nameplate at the junction of Heath Bank and Guilden Sutton Lane had been reported to the City Council. (g) Pothole, 43 Oaklands. This would be reported to the highway authority. **Action: The Clerk.** (h) condition of carriageway, Arrowcroft Road. This had been reported to the highway authority. (i) Skip, Heath Bank. A Member referred to and the long-term positioning of a skip within the carriageway in Heath Bank. This would be referred to the highway authority. **Action: The Clerk.**

(iii) street lighting. A response was awaited to the request for street lighting to be installed on the A41 from the Hoole roundabout.

8 Finance

(i) income

Bank of Scotland

Interest (Apr)	£	26.93
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(ii) payments

Devaprint

Newsletter No. 101	£	55.00
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Allianz Cornhill

insurance renewal	£	1,156.86*
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CPRE

membership renewal	£	25.00
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Scottish Widows Bank

transfer of balances	£	20,000.00
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Clerk

newsletter postage	£	18.50
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Mileage 8@40p	£	3.20
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	£	21.70
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* subject to the receipt of any revised invoice for a lower amount.

proposed by Cllr Astbury
seconded by Cllr Proudlove
and agreed.

(iii) Balances

(Apr) £24,838.82

(iv) Audit matters. The internal auditor would be advised of the Council's decision to transfer balances to a ring fenced account offering a higher rate of interest (see below.) **Action: The Clerk.**

A report on expenditure on contingency items would be made each month.

The Clerk indicated the present position was:

Playing field, provision of litter bin £90 plus installation.
Repairs to fingerpost £58.75
CCTV signs £11.52

(v) Banking arrangements.

The Council confirmed a suggestion by the Clerk proposed by Cllr Fisher, seconded by Cllr Paterson and agreed that balances should be transferred to a Scottish Widows Bank tracker account offering a higher rate of interest. The terms and conditions have been scrutinised by the Chairman who confirmed that although the Clerk could initiate transactions, these would be recorded in writing by the bank and could only be made to and from the council's current account.

9 Environment services.

Following concerns as to the condition of the planters in Summerfield Road, the Clerk was making arrangements to visit the highway office to consult the adoption map.

10 Trees and hedges.

There were no action items to report.

11 Cheshire Association of Town and Parish Councils/NALC.

There were no action items to report.

12 Chester City Council

(a) review of financial arrangements with parish councils. Cllr Armitage

reported on discussions between the Chester Area Meeting and the City Council to try to resolve double taxation issues. It was hoped it might be possible to make some adjustments for the 2005/06 financial year. Information as to the estimated effect of double taxation in Guilden Sutton had been provided by the Clerk.

13 Cheshire County Council

(a) local arrangements. Cllr Armitage reported on initial proposals by the County Council for local arrangements should a unitary authority be established in the county. It was agreed the proposal that there should be one area committee for Chester serving a 82,000 people, double the county average, was not appropriate.

(b) Step into Cheshire. Cllr Paterson reported on this initiative for which further information had been provided by the Clerk. It was agreed details would be included in the village website .

14 Cheshire Community Council.

There were no action items to report.

15 CPRE.

There were no action items to report.

16 Health.

There were no action items to report.

17 Policing. PC Boulton was welcomed to the meeting and reported on current policing issues. He could be contacted when on duty at the Mickle Trafford police house on 01244 612701. PC Boulton responding to Members questions and was thanked by the Council for his attendance.

It was subsequently agreed a letter of appreciation should be sent to the Chairman of the Cheshire Police Authority with respect to the service provided by PC Boulton.

18 Newsletter

An estimate was being sought by the Clerk for the cost of production of a newsletter similar to that produced by the Chester District of the CPRE.

19 Memorial garden.

There were no action items to report.

20 Bulb planting.

A request had been made to the District Maintenance Engineer for the grass cutting contractor to avoid cutting the daffodil bulbs until the end of May.

21 Parish ICT.

Cllr Fisher reported further on the migration of the village website to Cheshire County Council.

22 Primary School.

Cllr Fisher reported on the introduction of a new constitution for the governing body under which the parish council would cease to have a direct right to make a nomination. It was noted that Cllr Fisher's present term of office expired in 2006 .

23 Parliamentary boundary proposals.

The Cllr Armitage reported the counter objection that Christleton ward should be included in the Eddisbury parliamentary constituency had been rejected by the assistant commissioner.

24 Parish noticeboards.

These would be revisited at a future meeting.

25 Matters arising from the annual parish meeting.

(a) postal delivery services. The concerns expressed by Mr. R Beith as to the general dissatisfaction with postal delivery services in the parish, including the failure of Saturday deliveries, would be supported. There was no criticism of the performance of individual delivery officers. **Action: The Clerk.**

(b) grass cutting Wicker Lane/Church Lane. The concerns expressed by Mrs Y Kirk as to the condition of the verge at the junction of Wicker Lane and Church Lane would be progressed with the highway authority. **Action: The Clerk.**

Wheelchair access. The advice of the highway authority will be sort asked to concerns which have been expressed that the at a parts of the village were on friendly to people up with prams and wheelchair users. It was agreed that these issues should be considered when highway works and other development was planned. **Action: The Clerk.**

26 Members information items.

Village Hall car park. A Member referred to a possible trip hazard arising from

disturbance to kerbstones in the village hall car park. Cllr Hughes, as Chairman of Guilden Sutton Community Association, indicated that action was to be taken.

27 Information Correspondence

CATPCs/NALC: Local Council Review May 2004

Chester City Council:

Ethics and Standards Committee April 23, 2004

Highways and transportation local joint committee for Chester May 6, 2004

Spring bank holiday for refuse collection arrangements

European/City/Parish elections June 10, 2004

Cheshire County Council:

Public Rights of Way, a guide for planning officers, developers and conveyances

Eco Audit

CPRE:

Cheshire branch AGM May 13, 2004

Cheshire News Spring 2004

Cheshire branch annual report 2003

Clerks and Councils Direct May 2004

Matters considered in the absence of the press and public.

28 Enforcement.

Advertisement displays. The Clerk reported the Enforcement Team Leader had advised that in one case, an advertising display did not require planning permission and in a second case it was unlikely that action would be successful as the local planning authority had approved a nearby display against the advice of officers.

The Parks and Open Space Manager was being informed of the Council's concerns as to land forming part of a public open space which did not appear to be cut by the City Council's grounds maintenance contractor.