

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 8 November 2004 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

Present: Cllrs Armitage, Bayton, Fisher, Hughes, Paterson.

In attendance: PC R Boulton.

Public Speaking Time

There was no public speaking.

1 Apologies. Cllrs P Astbury, J Proudlove, G Young, City Cllr J R Boughton, County Cllr J E Burke.

2 Procedural matters.

(i) Declarations of interest. Members were reminded that they should declare any personal interest which they had in any matter or item to be considered at the meeting. Any declaration must be made before the matter, or item, was considered or as soon as the Member became aware a declaration was required. Similarly, if the interest was also a prejudicial one, this must be declared and the Member must leave the room and not seek to influence any decision made. Declarations were a personal matter for each Member to decide. The decision to declare, or not, was the responsibility of the Member based on the particular circumstances.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 11 October 2004. The minutes of the ordinary meeting of the Council held on Monday 11 October 2004 were proposed by Cllr Paterson, seconded by Cllr Armitage and agreed subject to it being noted that Cllr Fisher should be associated with planning application 04/01767/FUL rear and side single storey extension and first floor side extension at 1 The Vetches CH3 7HL for Mr and Mrs Howell and not Cllr Hughes as recorded.

(iii) The late Mr K Astbury. The Council had been represented at the funeral of the late Mr K Astbury. The Clerk reported he had tendered a floral tribute to the family on behalf of the Council and had expressed the Council's sincere condolences.

(iv) Dates of future meetings: 6 December 2004, 10 January, 7 February, 7 March, 11 April, 16 May, 20 June, 25 July 2005.

3 Planning:

(i) New applications

04/01355/TEL 22.5 metre tower, radio equipment cabin, antennas and ancillary equipment in fenced compound at Tile Farm, Wicker Lane for T Mobile UK Ltd. There was nothing further to report at this stage as to the request for a site meeting.

04/01397/FUL dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D Tennant. The decision notice was awaited.

04/01579/FUL widening of existing access to allow vehicular access at 46 School Lane CH3 7 ET for Mr N Pattinson. The planning authority had been informed there was no objection subject to the highway authority being satisfied in view of the proximity of the access to the junction of School Lane and Arrowcroft Road and the adjoining bus stop and to the pavement crossing being to specification.

04/01628/FUL two storey and single storey extensions, 6 Orchard Croft CH3 7SL for Mr Hindley. The planning authority had been informed there was no objection.

04/01767/FUL rear and side single storey extension and first floor side extension at 1The Vetches CH3 7HL for Mr and Mrs Howell. Further inquiries had been made by Cllrs Fisher and Bayton. Following a report, it was resolved the planning authority would be informed the Council did not object to this application, except as follows: The proposed side elevation shows a first floor (bedroom) window in the wall of the extension above the garage. This wall would be much closer to Nos. 68 and 70 Oaklands than the existing side elevation, which has no first floor windows. The Council believes the proposed window will excessively overlook the rear of 68 and 70 and asks that any first floor window on this elevation should be permitted only with a condition there should be obscure glazing.'

04/01796/FUL replacement lean to conservatory at 1 Orchard Croft CH3 7SL for D Norbury. The planning authority had been informed there was no objection.

(ii) decision notices.

04/01046/FUL ground floor living accommodation extension with first floor bedroom and bathroom and relocate existing conservatory at 12 Cinder Lane CH3 7EN for Mr and Mrs R Gillingwater. Planning permission. (Decision notice awaited.)

04/01331/FUL two storey extension to side at 86 Oaklands CH3 7HG for Mr and Mrs Dawson. Refusal of planning permission. (The width and depth of

the proposed two storey side extension would represent a disproportionate addition, with the cumulative impact of all the proposed extensions leading to an unacceptable degree of overdevelopment of the site to the detriment of visual amenity.) The Clerk reported the case officer had kindly provided his report which showed therein the basis for this decision. This had been considered by Cllr Hughes. Action: Noted.

(iii) General: draft supplementary planning guidance - managing the supply of new housing in Chester. Cllr Armitage reported the objectives of the guidance could be broadly supported by the Council insofar as its application to sites within the parish were concerned.

(iv) Strategic planning. (a) Deposit draft Chester District Local Plan. There was nothing further to report at this stage. (b) First deposit draft, Cheshire Replacement Waste Local Plan. A draft response had been prepared by Cllr Armitage. This was agreed. It was further decided that a letter should be sent to the City Council requesting an extension to the period during which there were more frequent fortnightly collections.

4 Parish car park. (i) Ivy. Cllr Hughes reported that action to deal with the growth of ivy on the grass bank at the rear of the car park had been completed by the grounds maintenance contractor. Crocus had also been planted in the grass. (ii) Deposit of refuse. An appropriate note was to appear in the newsletter. Action: The Clerk.

5 Leisure Services. (i) Playing Field (a) repairs to playing surface. The proposed repairs to the playing surface had been raised with the grounds maintenance contractor at a meeting held on a Saturday 23 October 2004 following which an estimate had been received in the sum of £341 plus VAT. This cost would be reduced if the repairs were completed in a shorter time than had been estimated. It was proposed by Cllr Fisher, seconded by Cllr Bayton and agreed that the estimate should be accepted. Action: The Clerk. (b) litter bin. Fitting of the bin was awaited. (c) repairs to basketball net mesh. An estimate was awaited from Deva Forge. The suggestion was being made that the mesh should be secured by means of a metal strip rather than by rewelding. (d) grass cutting. It was agreed that the specification for future grounds maintenance contracts should allow for the strimming of growth around the goal posts. (e) future improvements. The suggestion by Cllr Proudlove that the Council might wish to consider the provision of a sports wall at a cost of £2,350 at the rear of the basketball net together with a net for the roadside goalposts would be revisited at a future date. The Clerk counselled that the consent of the landowner would be necessary. (f) basketball equipment. Cllr Fisher reported a distortion to the net ring. (ii) Play Area (a) improvement scheme. The Clerk reported the contract was progressing. Further negotiations between Cllr Proudlove and the contractor would lead to the replacement at no cost to the Council of the seesaw. A variation had occurred as it would be of benefit to the standard of

the finished safety surfacing for the proposed benching to be fitted by the main contractor. This would result in an additional installation charge of £300. The overall cost of this aspect of the work was now expected to be £760 against the originally agreed provision of £700. The variation had been notified to the Chairman and Vice Chairman who had given their approval following consideration of the circumstances. (b) boundary hedge. The Clerk reported the receipt of a third estimate from a grounds maintenance contractor associated with the main contractor. This was in the same sum as the lower of two previous estimates. It was proposed by Cllr Fisher, seconded by Cllr Armitage and agreed that this tender should be accepted given it would be possible for the work to be phased with that of the installation of the equipment and safety surfacing. (c) Post installation inspection. The Clerk reported the receipt of an estimate in the sum of £197.50 from a contractor previously engaged by the City Council. It was proposed by Cllr Fisher, seconded by Cllr Armitage and agreed that this estimate should be accepted against the higher estimate previously reported. At the suggestion of Cllr Hughes, it was agreed a site meeting should be sought with the main contractor on the completion of the works. This would include damage to the adjoining grass verge. (d) CCTV signs. The fixing of these signs was being progressed as part a signage scheme for the play area. (e) inspection rota. There was nothing further to report at this stage. (iii) Public Footpaths (a) green waste arisings Footpath No. 2. An appropriate note would appear in the newsletter.

(b) Footpath No. 7. Cllr Bayton reported that concerns had arisen as to the extent of flooding at the junction of Footpath 7 and Station Lane and with respect to the general condition of the surface of the footpath. This was not thought to be suitable for use in adverse weather except by those wearing stout footwear. Action: Flooding at the junction with Station Lane to be raised with the District Maintenance Engineer, concerns as to the condition of the surface of the path to be referred to the Footpath Group. (iv) Grounds Maintenance (a) progress meeting. Cllr Hughes reported on the outcome of the progress meeting held on Saturday 23 October, 2004. (b) Playing field ditch, Guilden Sutton Lane. The contractor had advised that additional work was required to this ditch. Action: Estimate and specification to be sought by the Clerk. (v) Public Seats. It was agreed a letter should be sent to Summerfield House asking if there were any suggested locations for additional seats. (vi) Landscaping, Fox Cover. Further maintenance had been carried out. The Clerk reported it was unlikely the City Council would be able to help with a supply of mulch due to a change in contractor. Cllr Hughes reported that bulbs had been planted within the verge by the Council's grounds maintenance contractor. (vii) provision for youth: Cllr Paterson indicated that Cllr Young would now lead on this issue.

6 Public transport. (a) Chester District Public Transport Liaison Committee. A note would appear in the newsletter to the effect that the service 80 through the parish to Chester Business Park now proceeded through Handbridge rather than via the Chester Southerly Bypass, providing and an

additional service to town. Cllr Fisher reported that timetable details were now available on the County Council website. This would also be included in the newsletter. Action: The Clerk.

7 Highways:

(i) Major schemes. (a) cycleway. There was nothing further to report at this stage. (b) A51 maintenance. There was nothing further to report at this stage.

(ii) local matters: (a) equestrian warning signs, correspondence per Gresty. There was nothing further to report at this stage in the absence of Cllr Proudlove. (b) speed trailer. A further note would appear in the newsletter as to the Council's concerns. A request had been made to the Area Manager for the Council to be included in the rota for the use of the equipment. (c) Wicker Lane: slow markings/speed review. The Clerk had made a renewed approach to the highway authority as to the provision of slow markings in the vicinity of Annie Hughes Hill. (d) speed restriction A 41. There was nothing further to report of the stage. (e) footway, Guiden Sutton Lane. There was nothing further to report at this stage in the absence of Cllr Astbury. (f) condition of carriageway, Arrowcroft Road. There was nothing further to report at this stage. (g) skips (i) Heath Bank. The Clerk understood the skip was still in situ. (ii) Oaklands. A Member referred to the positioning of a skip at a property on Oaklands. It was not thought this was within the highway but the position would be ascertained. (h) complaints by Mr Fenwick. A response was awaited from the highway authority and police traffic management. (i) verge, Wicker Lane/Church Lane. The need for regular trimming of this verge in the interests of visibility and road safety had been brought to the attention of the District Maintenance Engineer and copied to Mrs Kirk. (j) verge, Belle Vue Lane. The covering of a length of verge outside a property on Belle Vue Lane with stone material had been brought to the attention of the District Maintenance Engineer. (k) closure, Wicker Lane. This closure, from the junction with the A51 to enable a main to be renewed by Dee Valley Water, was imminent. County Cllr Burke had been thanked for his advice. Cllr Armitage reported a sign on the diversion route at the junction of Hare Lane and Belle Vue Lane was not in a visible position. It was agreed this would be brought to the attention of the District Maintenance Engineer. (l) trip hazard, Orchard Croft. Cllr Paterson reported a trip hazard in Orchard Croft. This would be reported to the District Maintenance Engineer.

(iii) Lighting. (i) A 41. A further approach had been made to the lighting authority for the provision of lighting between Hoole roundabout and the junction with Guiden Sutton Lane.

8 Finance:

8 Finance:

(i) Income:

Bank of Scotland:
Interest (Oct) £ 6.07

(ii) Payments

Gresty
Grounds maintenance 2004 £ 1,319.33 (including VAT £196.49)

Maple Leaf Designs
supply of benching £ 540.50 (including VAT £80.50)

Hacker Young
audit fee £ 141.00 (including VAT £21.00)

Proposed by Cllr Armitage, seconded by Cllr Fisher and agreed.

(iii) Balances:

Bank of Scotland
(Oct) £ 3,769.39

Scottish Widows
(Oct) £20,286.47

(iv) Audit matters. (i) Annual return 2003/04. The Clerk reported the receipt of a clean audit. Action: noted.

(vi) Report on contingency payments.

There was no change from the figures previously reported:

Budget:	£ 1098.00
Playing field, provision of litter bin	£ 117.50, including VAT [Estimate]
Repairs to fingerpost	£ 58.75 including VAT
CCTV signs	£ 11.52 including VAT
Total	£ 187.77

Balance: £ 910.23

9 Environment services: (i) steps Cinder Lane - Church Lane. The City Council would be requested to sweep these steps in view of the Autumn fall.

10 Trees and hedges. (a) Trees, Fox Cover. (i) Tree on public land, Fox Cover. It was agreed that no further action was necessary at this stage. (ii)

Tree on private land, Fox Cover. It was agreed that no further action was necessary at this stage. (b) Hare Lane. Action had been taken by the District Maintenance Engineer to deal with the concerns raised by Cllr Paterson as to the growth of a hedge which was obscuring the direction sign at the junction with Belle Vue Lane. (c) tree planting, Fox Cover. Further to the suggestion by Cllr Bayton that a small number of native trees might perhaps be planted in the Fox Cover amenity area, Cllr Armitage suggested that trees might be planted on the opposite side of the footpath. The advice of the City Council Tree Officer would be sought.

11 Cheshire Association of Local Councils. There were no action items to report.

12 Chester City Council (a) review of the financial arrangements with Parish Councils. Cllr Armitage reported on the current position. (b) Regalia Talk 18 October, 2004. Those Members who had attended, together with the Clerk, expressed their unanimous appreciation of the evening. It was agreed a formal expression of thanks would be sent to The Sheriff. (c) Partnership Reception Wednesday 27 October, 2004. The Council had been represented by Cllrs Hughes, Fisher and Armitage and by the Clerk. It was agreed a formal expression of thanks would be sent to the Lord Mayor. (d) Community IT Course. The Clerk advised Members of the availability of this course, run by the Goway North Area Committee and commencing in early January 2005. Those Members wishing to avail themselves would advise the Clerk.

13 Cheshire County Council. (a) review of local arrangements. Cllr Armitage and The Clerk had attended the meeting held at County Hall, Chester on Tuesday 26 October, 2004. (b) Local Transport Plan. Cllr Armitage reported. A response was agreed which would also take account of concerns raised by Cllr Fisher as to the amount of street furniture which should be more sensitively located in order to avoid a detrimental effect on the street scene.

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. (a) Current matters. PC Boulton being in attendance advised Members of current matters and responded to Members questions. He indicated his support for the provision of facilities for youth. PC Boulton was thanked for his attendance. (ii) Patrol, 12 November 2004. Members noted this patrol would take place at 6.00pm from Village Hall.

18 Newsletter. A newsletter was prepared by the Clerk. At the suggestion of Cllr Fisher, the Council would revisit the objectives of the newsletter at the December meeting.

19 Memorial garden. There was nothing further to report at this stage.

20 Bulb planting. The Clerk indicated the order for bluebells had been confirmed with the grounds maintenance contractor. The supply of daffodils was available for planting. It was agreed this would take place on Saturday 20 November, 2004 at 10.00 am. The Chairman had raised the issue of early season grass cutting of planted areas with the District Maintenance Engineer.

21 Parish ICT. Cllr Fisher reported.

22 Primary School. Cllr Fisher reported. In the absence of Cllr Proudlove, the Clerk reported a proposal in its early stages that the Council might grant aid the provision of new sports kit at the school. Action: noted.

23 Parish noticeboards. The Clerk reported an alternative estimate was being sought for the replacement of the Guilden Sutton Lane noticeboard.

24 Withdrawal of telephone kiosk, Church Lane. There was nothing further to report at this stage.

25 Banking arrangements. The Clerk had made make a renewed request to the Bank for mandate forms.

26 Remembrance Sunday. The service would take place at Guilden Sutton Methodist Church at 10.15am. Arrangements were agreed for sweeping the area around the memorial.

27 Christmas arrangements. (i) Tree, Village Hall. It was confirmed the Council would finance the provision of a tree within the Village Hall subject to a limit of £30 and to the tree being in position by 1 December, 2004 and to it being removed following the festive season. (ii) Christmas lights competition. It was confirmed that a competition should again be held on the same basis as in 2003 with a voucher of £10 being awarded to the occupiers of the winning property.

28 Members' information items.

There were no Members information items other than those minuted elsewhere.

29 Information Correspondence.

ODPM: draft code of conduct for local government employees/review of restrictions on political activities. Response due 19 November 2004.

defra Rural Services Review

Quality Parish and Town Council Working Group: A Guide to becoming a Quality Council

Standards Board for England: Newsletter.

National/Cheshire Association of Local Councils: NALC annual review and accounts 2003-2004; Local Council Review November 2004; Cheshire Association newsletter No. 98 October 2004; training update October 2004; annual meeting draft minutes 2004; lengthsman questionnaire.

Chester City Council: Gowy North Area Committee Thursday 11 November 2004 7:00 pm - 9:00 pm, Kelsall Community Primary School, Flat Lane, Kelsall; Christmas Parcel Appeal 2004; briefing note - joint initiative to help maximise take up of council tax benefit; review of Chester's Way Ahead, Wednesday 10 November 2004, 11:45 am, Council Chamber, Town Hall; Gowy North Area Committee meeting on draft licensing policy Wednesday 27 October 2004, 49 Northgate Street.

Cheshire County Council: statement of accounts 2003-2004; Chester District Public Transport Liaison Committee 12 January 2005, 6:30 pm, committee room 1, County Hall; Cheshire Community Strategy Innovations Fund; Local Transport Plan update (submissions required by Friday 26 November 2004); Step into Cheshire celebration party 23 October 2004.

CPRE: Countryside Voice Autumn 2004.

Policing: Chester Police Forum Monday 18 October 2004; 'Tell us what you think about Policing' survey (responses due Friday 19 November 2004.)

Clerks and Councils Direct November 2004.

Age Concern: Village Links project.

North West Air Ambulance appeal for donation.

Matters to be considered in the absence of the press and public.

30 Public open space. There was nothing further to report at this stage as to a possible encroachment of domestic activity onto public open space.

31 Development Control. The Clerk reported further as to the relationship of a proposal under construction to the approved plans.

32 Grounds maintenance. The Clerk reported the receipt of an estimate from Chester City Council for a grounds maintenance contract for work within the parish as part of an overall district wide scheme. This required a decision by 29 November, 2004. It was agreed the grounds maintenance contractor should be requested to provide an early estimate for 2005 on the basis the

Council was obliged to reach a decision. The Chairman and Vice Chairman were authorised to act if it was not possible for a decision to be deferred to the December meeting.

33 Clerk's salary. (Considered in the absence of the Clerk.) Cllr Armitage reported. It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council would implement an increase in the Clerk's salary to £750 a quarter from 1 April, 2004. The Clerk thanked Members for their consideration.