



Parish Council Minutes

[Main Menu](#)

[Home](#)

[Introduction](#)

[History](#)

[Parish Councillors](#)

[Role of PC](#)

[PC Meeting Dates](#)

[PC Minutes](#)

[PC Newsletters](#)

[Community](#)

[Association](#)

[Marigold Newsletter](#)

[St John's Church](#)

[Methodist Chapel](#)

[Political](#)

[Representatives](#)

[Police](#)

[Schools](#)

[Local Transport](#)

[Photo Gallery](#)

[What's On](#)

[Lottery Results](#)

[Local Weather](#)

[Links](#)

Guiden Sutton
Parish Council

Minutes of the
ordinary meeting
of the Council
held on
Monday 12 June
2006 in Guiden
Sutton Village Hall.

Chairman: Cllr P M
Paterson.

Present: Cllrs
Armitage, Bayton,
Hughes, Paterson.

In attendance: PC M
Baker.

Public Speaking
Time

There was no public
speaking.

1 Apologies: An
apology was received
and accepted from Cllr
D Fisher.

Apologies had also
been received from
City Cllrs B J Bailey
and J R Boughton.

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 annual meeting of the Council held on Monday 8 May 2006. The minutes of the annual meeting of the Council held on Monday 8 May 2006 were proposed by Cllr Bayton, seconded by Cllr Armitage and agreed subject to the following amendments:

Minute 2: procedural matters.

Dates of future meetings: The dates of future meetings from 11 September onwards were confirmed. Members would be requested to bring their diaries to the July meeting to enable provisional dates to be considered for 2007.

Minute 26: Members information items.

Chairman's training. Add `The Clerk understood places were available at a session to be held on 15 June, 2006 at a

cost of £20' before
'The final point was
agreed...'

(iii) Vacancies.

Following the resignations of Cllrs Astbury, Proudlove and Young, the statutory notices inviting a poll had been displayed. It was understood the closing date had been reached. Notification of the outcome was awaited from the returning officer. Posters had further been displayed advertising the vacancies which would also be advertised in the newsletter. The issue of co-options would be addressed at the July meeting. Cllr Hughes asked if there were any lessons to be learned from the resignations. The Chairman suggested there may have been some matters which perhaps had not been brought to a conclusion as quickly as the Council would have wished.

(iii) Action list. An updated action list would be circulated by the Clerk.

(iv) Dates of future meetings: *17 July, 11 September, 9 October, 6 November and 11 December, 2006.

*In view of the number of Members remaining, any Member not able to attend would inform the Clerk in order to ensure a quorate meeting.

(v) Quality Council matters. There was nothing further to report at this stage.

3 Planning.

(i) New applications.

06/00484/COU
change of use for two rooms to be used as bed and breakfast at Roseville, 17 Belle Vue Lane for Mr J Banks.

Clarification had been sought by the Clerk as to the reason for the omission of any condition relating to a parking layout. The highway authority had indicated it did not believe this was necessary as the planning permission allowed for only two bedrooms. It was considered there was ample off street parking for visitors and occupiers.

06/00577/FUL
extension to entrance porch and roof space above kitchen, alterations to lounge at Hilltop, Church Lane for Ms C Haslam. The Clerk reported the receipt, by letter dated 1 June 2006 from the local planning authority that the application had been withdrawn.

06/00596/FUL replace flat garage roof with hipped pitched roof and replace existing brick wall within boundary with fence on boundary at 2 Cinder Lane CH3 7EN for Mr D Moulton.

The following response had been made:

Thank you very much indeed for kindly consulting my Council on this proposal.

There are no observations as to the replacement garage roof.

So far as the proposed fence is concerned, the Council shares the concerns of neighbours as this corner property is at a prominent location at an entrance to both the village and the estate. The trees planted within the existing grass strip provide valuable landscaping and it is noted the strip itself is shown on the City Council's own plan of protected trees in the area as being highway land. I should be most grateful if you could kindly clarify the ownership of this land and advise the Parish Council accordingly. It may also be the case that an inspection should be made by the Trees and Woodlands Officer.

The Clerk reported the receipt of advice from the City Cllr J R Boughton, dated 16 May 2006, following consultations with the case officer, which indicated there appeared to be no planning reasons why the application should not be approved.

06/00689/FUL Loft conversion including roof alterations at The School House, Guilden Sutton Lane for Mr Foreman. The Clerk

had clarified that no approval was required for the proposed conversion of a garage to ancillary residential accommodation. No objection had been raised subject to the ridge height not exceeding that of the house.

(ii) Decisions:

06/00550/FUL conservatory at 5 Wood Croft CH3 7SS for Mr and Mrs Torkaman. Planning permission.

06/00625/FUL pond restoration and extension at Vicars Cross Golf Club, Tarvin Road, Stamford Bridge. Planning permission.

06/00689/FUL Loft conversion including roof alterations at The School House, Guilden Sutton Lane for Mr Foreman. Planning permission.

(iii) Appeal.

05/01007/FUL, temporary storage at Chespack, Chester House, Hare Lane for Mr G Parr. The decision was awaited.

(iv) General: Parish Plan. Following consideration, the view had been taken it would be more sensible to hold the proposed public meeting after the summer recess rather than on Monday 10 July 2006 as originally proposed. Inquiries had been made by the Clerk of the hall

booking secretary and appropriate officers and a suitable date would be Monday 12 September 2006. This was confirmed.

(v) Strategic planning:
(a) North West Regional Plan. The Clerk reminded the Council the closing date for any comments would end on 12 June 2006. (b) Cheshire Waste Local Plan inquiry. It was noted a pre-inquiry meeting would be held on Wednesday 21 June, 2006 at 2pm in St Mary's Centre.

4 Parish car park.

There was nothing to report at this stage.

5 Leisure Services.

(i) Playing Field (a) clearance of ditch. The Area Maintenance Engineer had indicated that responsibility for the ditch lay with the landowner. (b) facilities. The Clerk was pursuing the purchase of nets and seeking advice as to whether the clips which were available were suitable for the goalposts in situ. 06/07 019

The Chairman and Vice Chairman were authorised to deal with the matter on the basis of the indicative figures previously supplied by the Clerk should this be possible prior to the July meeting. (c) grounds maintenance. Members revisited their concern at the failure of the City

Council contractor to maintain the field in accordance with specification. The Clerk indicated the operations manager was in no doubt as to the Council's position. It was regretted the requested site meeting had yet to take place. In the absence of satisfactory progress, the Clerk was authorised to serve notice of the Council's intention to withdraw from the contract. The Chairman and Vice Chairman were authorised to take any appropriate action prior to the July meeting. The intention would be that the contractor should return all areas within the contract to specification within 48 hours.

(ii) Play Area (a) CCTV. A draft protocol had been prepared by the Clerk and would be revisited at a future meeting. Further inquiries would be made by Cllr Hughes as to a possible phased enhancement of the system which would include the shops and primary school. As a first step, the Clerk would seek the views, on an informal basis, of the occupiers of the commercial premises and private dwellings in Summerfield Road. Cllr Paterson kindly agreed to deal with the tapes vice former Cllr Proudlove. The advice of PC Baker would be sought as to the disposal of the present tapes following their replacement. Cllr

Hughes reported that maintenance work had been carried out to the system at a cost of £111.80. It was agreed this should be paid by the Council. (b) inspection check list. Cllr Paterson reiterated the importance of inspection check sheets being completed and returned. In respect of the concerns as to the overgrown condition of the hedge in the play area, due to be maintained by the City Council contractor, the condition of the wet pour surface and the amount of litter, these had been referred to the City Council, Play and Leisure and Gresty respectively. (c) annual independent playground inspection. The Clerk understood this would be carried out in the near future. (d) Dog Control Orders. The Clerk reported he was aware a series of Dog Control Orders were proposed for a number of play areas in Chester district. These did not include the Guilden Sutton play area. He would make appropriate inquiries to ensure the play area was included in any future orders. Action: agreed.

(iii) Public Footpaths
(a) Footpath No 7. (i) Application for traffic regulation order. The Clerk reported further on a report to the County Council's Rights of Way Committee on the principle of applying traffic regulation

orders. The Countryside Access Manager had maintained her position that a traffic regulation order should only be approved as a last resort. The Clerk indicated, however, that the report had moved towards the concerns raised by the Parish Council and had recognised that local concern could be very strong where there was the prospect of vehicular use of a tranquil and attractive right of way. It was the County Council's practice to discuss the management plan for any newly recorded BOAT with local interested parties and that practice would continue. (b)

Replacement signs. The Clerk and the Parish Paths Warden were attempting to progress the replacement posts and signs required at Oxen Bridge, the Bird in Hand and Guilpen Sutton Lane which the Council had agreed to fund. Whether or not the signs might be available directly from Gresty remained to be clarified. This would be progressed. (c)

Footpath Group. Cllr Hughes said he wished to thank those Members who had assisted with the distribution of the remaining stock of Parish Footpath Maps.

(d) Mid Cheshire Footpath Society inspection. The Clerk reported the receipt of an inspection report by the Mid Cheshire Footpath Society. This had been forwarded by

the society to the
Public Rights of Way
Unit.

(iv) Grounds
Maintenance: contract.
Further to the
references above with
respect to the playing
field and the play area
hedge, the Clerk
indicated he had again
stressed the need for
the contract to perform
to specification during
2006. He had informed
the portfolio holder of
the Council's
concerns.

(v) Public Seats.
Following an
inspection by the Clerk
and Members of the
seat in Guilden Sutton
Lane, refurbished by
Mr Gresty at his own
expense, it was noted
the slats required
some smoothing. This
would be referred to
Mr Gresty. The Clerk
suggested that as Mr
Gresty had been
unable to include the
agreed
acknowledgement of
his work on the seat, a
suggestion should be
made that the Council
would be willing to
make a contribution
towards the expense
incurred should Mr
Gresty wish to accept
this. This was agreed.

(vi) Landscaping, Fox
Cover. Cllr Bayton
reported.

(vii) Provision for
youth. There was
nothing further to
report at this stage.

6 Public transport. It
was noted a
consultation on
proposed

improvements to the Chester Station Square would take place on Thursday 22 June 2006.

7 Highways:

(i) Strategic. There was nothing to report at this stage.

(ii) Local matters: (a) Speed matters: speed indicator device, Community Speed Watch, Set the Pace, Western Rural NPU trailer. Further to the suggestion by former Cllr Proudlove that a publicity campaign should be launched through the school, with the assistance of PC Baker, to raise awareness of speed issues, the favourable response by the headteacher would be revisited.

Cllr Paterson reported it had not been possible to promote the issue at the school parents meeting held in May as the nature of the evening had changed. The outcome was awaited of the site meeting held with County Cllr J E Burke on Wednesday 15 February 2006 as to the suggestion by Cllr Hughes that the 30mph signs at the approach to the parish playing field should be replaced by signs with a yellow border in order to reinforce the limit. (see further beneath.) It was understood any improvements might be carried out at the same time as those

proposed for Wicker Lane. The question of the provision of high visibility clothing for residents and children would be revisited at the July meeting following further inquiries of suppliers being made by the Clerk. The intention would be that the distribution of children's jackets would be undertaken through the primary school and the availability of adult sizes would be publicised in the newsletter. (b) Wicker Lane. (i) The completion of the proposals for lining and signing from the vicinity of Cinder Lane to Station Lane was awaited. (ii) Condition/provision for pedestrians. The outcome was awaited of the dialogue with residents held on 22 February 2006. (iii) boundary sign. A response was awaited to the Council's offer to the highway authority to meet 50% of the cost of a village boundary sign towards the A51. (c) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking, high visibility 30mph signs. A response was awaited following the site meeting held on Wednesday 15 February 2006 with County Cllr J E Burke on the basis the scheme at Wicker Lane would protect two of the three principal approaches to the village, leaving Guilden Sutton Lane less protected at the approach to the

playing field. Action:
Clerk to revisit all
issues with the
highway authority. The
Area Manager would
be approached as to
the inclusion of the
parish on the rota for
the use of the speed
indicating device. (d)
Condition of the
footway. The concerns
expressed at the
condition of the
footway at two
locations on Oaklands
and Hill Top Road
would be revisited at a
future meeting. (e) The
Clerk understood that
issues around the
radar equipment
similar to that deployed
by Mickle Trafford and
District Parish Council
had been resolved.
Action: training to be
sought. (f) fence,
Guilden Sutton Lane.
The concerns as to the
condition of a field
boundary fence
adjoining a footway on
Guilden Sutton Lane
had been raised with
the landowner.

(iii) Lighting. (i) School
Lane. A response had
been received from the
highway authority
indicating no funding
was available.

8 Finance:

(i) Income:

Bank of Scotland

Interest

£ t/f

(ii) Payments

S & H Services

shelter cleaning

£

14.00

Mrs R Mort

playing field rent

July - Sept

£

137.50

Clerk

Photocopies

84@5p

£ 4.20

Proposed by Cllr
Hughes

Seconded by Cllr
Paterson

and agreed.

(iii) Balances

Bank of Scotland

£

t/f

Scottish Widows

3 April
2006
£ 8,514.97

(iv) Report on
contingency payments.
There had been no
charge to the
contingency provision
for 2006/07 of £1,465.

(v) Audit: The Clerk
had requested the
annual return could be
made available to the
external auditor
immediately following
approval by the
Council on Monday 17
July 2006. The papers
were being prepared
for the internal auditor.

(vi) Insurance 2005/06.
The application form obtained from the insurers with respect to the proposed increase in the fidelity limit would be completed. Further consideration would be given to a number of individual elements within the insurance.

(vii) Banking facilities.
Advice was being sought by the Clerk as to the completion of the application form.

(viii) General. (a)
Payment of duplicate affiliation fee (£14) to the Cheshire County Playing Fields Association.
Reimbursement of this amount was being pursued by the Clerk.

9 Environment services: (i) amenity cleansing. Cllr Armitage reported the litter bins in the vicinity of the shops and village hall had not been emptied in the previous week. Action: Clerk to report to City Council. (ii) dog fouling. (iii) litter bins. (iv) lengthsman. (v) sewers. There were no action items to report under these headings.

10 Trees and hedges.
(i) Willow I Orchard Croft. The Clerk reported a protected Willow at his property had been inspected by the Trees and Woodlands Officer due to a sudden deterioration in its condition and approval had been given to fell and replace. (ii) hedge adjoining Village Hall.

Cllr Hughes queried the maintenance arrangements for this hedge. It was understood to fall within the City Council's own contract.

11 Cheshire Association of Local Councils. (i) Chester Area Meeting. The annual meeting of the Chester Area Meeting would be held on Wednesday 5 July 2006 and would be addressed by Mr Stephen Wright, an external funding officer with Cheshire County Council. It was further agreed that Cllr Armitage should be nominated as Chairman and the Clerk as Honorary Secretary should they wish to stand. (ii) Village Shops and Post Offices Survey. The Clerk reported the receipt of a request from the County Association seeking help with identifying shops and post offices in the community to enable the association and Cheshire Community Council to work to support and hopefully retain them. The request was being dealt with.

12 Chester City Council (i) Maintenance of churchyards and burial grounds. The Parochial Church Council had been invited to apply for a matching grant of £250 towards the costs incurred in maintaining the churchyard. (ii) Goway North Area Committee.

A meeting of the Gowy North Area Committee had been held on Thursday 8 June in Elton. The committee's next meeting would take place on Thursday 7 September 2006 in Barrow. (iii) Chester District Debate. The Clerk reminded Members that the Chester District Debate would take place on Wednesday 12 July 2006 from 6pm to 9pm at the University of Chester. The theme would be 'Planning Chester's Future.' The debate would be a key event in public consultation on the new development plan for Chester. Members wishing to attend would advise the Clerk.

13 Cheshire County Council. The Clerk reported the receipt, by letter dated 26 May, 2006, of advice from the Chief Executive that the County Council was establishing locality boards to improve its responsiveness to locally identified needs and priorities.

14 Cheshire Community Council. (i) Affiliation to Cheshire County Playing Fields Association. The Clerk was pursuing the issue of the outstanding reimbursement of £14 in respect of the duplicate 2005/06 subscription.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing. (i) Police Community Support Officers. Following an approach from Mickle Trafford and District Parish Council and the receipt of additional information from the constabulary, it was agreed an informal approach should be made to Mickle Trafford and District Parish Council to consider the issues around the part funding of a police community support officer. This did not indicate any view on the proposal. (ii) Restructuring. The Clerk reported the receipt, by letter dated 25 May 2006, of a response from the new minister as to the issues which had been raised with Mrs Christine Russell MP. It was noted the new Home Secretary appeared to be moving towards a possible deferral of the date for any force mergers. (iii) Policing. PC Baker refereed to current policing issues. It was agreed a ward walk should be held on Saturday 24 June 2006 at 6pm from the Village Hall.

18 Newsletter. The Clerk reported a further newsletter was to be prepared.

19 Memorial garden. There were no action items to report at this stage.

20 Bulb planting. An informal response had been received from the City Council landscape officers agreeing to mass planting in the dell provided this took place around the stumps of the trees. This would be taken into account.

21 Parish ICT. The Clerk was approaching the Cheshire Association of Local Councils as to the availability of funding towards the cost of the Council acquiring a colour printer for the production of the newsletter.

22 Primary School. (a) hedges. It was understood the school had no budget for the cutting of hedges. (ii) Cllr Armitage reported Cllr Fisher had tendered his resignation as a community governor nominated by the Parish Council. Action: Clerk to contact the Governors to ascertain the position as to a nomination. (iii) The Clerk provided an estimate from the school as to the cost of IT equipment the Council might fund, as previously agreed. This was approved.

23 Maintenance of street furniture. The Clerk was contacting the contractor.

24 Cheshire Fire Brigade. There were no action items to report.

25 Members' information items.

There were no information items.

26 Information correspondence:

Leisure: Mid Cheshire Footpath Society: walks programme.

Public transport: guide to getting to the Cheshire County Show.

Cheshire Association of Local Councils: Preparing successful funding bids, course dates; Training 2006.

Chester City Council: annual meeting of the council Wednesday 17 May, 2006

Cheshire County Playing Fields Association: Newsletter Spring 2006.

CPRE: Fieldwork June 2006.

Health: briefing paper on changes to NHS organisations in the North West of England.

Voluntary Voice May 2006; Chester District Voluntary and Community Sector Network bulletin No. 11; Local Network Fund.

Campaign for a modern and fair democracy.

Matters considered in the absence of the press and public

27 Clerk's terms and conditions. The Chairman reported

account had been taken of the comments received from the Clerk as to his draft contract. This could now be signed.