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Guilden
Sutton Parish
Council

Minutes of
the ordinary
meeting of
the Council
held on
Monday 17th
July 2006 in
Guilden
Sutton Village
Hall.

Chairman: Cllr R
M Armitage.

Present: Cllrs
Armitage, Fisher,
Hughes.

Public
Speaking
Time

There was no
public speaking.

1 Apologies:
Apologies were
received and
accepted from
Cllrs Bayton and
Paterson.

Apologies had
also been
received from
City Cllrs B J
Bailey and J R
Boughton and
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 12 June 2006. The minutes of the ordinary meeting of the Council held on Monday 12 June 2006 were proposed

by Cllr Armitage,
seconded by Cllr
Hughes and
agreed subject to
the following
amendments:

Chairman: delete
Cllr P M
Paterson, insert
Cllr R M
Armitage.

minute 5 Leisure
Services (ii) (a) It
was confirmed
the word `vice'
was intended to
mean `in place
of.'

minute 8,
Finance. Insert:

(iii) Balances.

Bank of Scotland
(30 May)

£5,713.40

Scottish Widows
(11 May)

£23,514.97

(iii) Vacancies.

(a) confirmation
of outcome of
notice of poll.
The Clerk
reported the
receipt of advice
from the
Returning
Officer, dated 13
June 2006, that
no poll had been
claimed. The
vacancies should
be filled by co-
option as soon
as practicable.
(b) application
from Michael S J
Roberts. The

Clerk reported the receipt of an expression of interest from Mr Michael Roberts. It was noted Mr Roberts would be unable to be considered prior to the impending Royal Assent for legislation lowering the age of elected members to 18. The question of co-options would be further considered at the September meeting. (c) Publicity. It was noted the vacancies had been further advertised in the recent newsletter and were to be included in an imminent issue of The Marigold.

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

(v) Dates of future meetings*: These were confirmed as 11 September, 9 October, 6 November and

11 December, 2006, 8 January, 5 February, 5 March, 16 April, 14 May, 4 June, 16 July, 3 September,

1 October, 5 November and 10 December, 2007.

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

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

(vii) disposal of archive material. The Clerk reported the need had arisen for him to dispose of archive material which had accumulated since his appointment in 1982. A total volume of 22 sacks was suitable for disposal. Of this, four comprised files, surplus envelopes and similar material which had been taken to the tip. Eight contained publicly available documents which did not contain signatures which had been disposed of through the green bag system with the assistance of Members. The great majority of the remaining 10 sacks contained

correspondence
with signatures
or planning
applications.
With the
agreement of the
Chairman, a
security
shredding firm
had been
identified and
these sacks had
been shredded
at a cost of £6
per sack. In
response to Cllr
Hughes, the
Clerk confirmed
that each
document had
been skimmed
and nothing had
been disposed of
which was
subject to a
statutory
requirement or in
his opinion might
still be relevant in
the future. The
Chairman's
action was
agreed. A
suggestion by
Cllr Hughes that
commercial
storage
accommodation
might be sought
would be
pursued.

3 Planning.

(i) New
applications.

06/00950/FUL
rear bedroom
extension and
ensuite at 7
Oaklands CH3
7HE for Mr A
Maynard. No
objection.

06/00991/FUL

kitchen and conservatory extensions at Bramble Grange, Belle Vue Lane for Mr I Braithwaite.

The following response was made:

The Council has no objection to the proposed extensions but would prefer the existing brickwork to remain exposed and not be covered in rendering.

Members believe this is particularly important for the north elevation which is visible as people walk from Belle Vue Lane down public footpath Guilden Sutton no. 2 (the dingle path) which is nearby.

It was noted that due to overgrowth, people with push chairs using Footpath No 2 at the junction with Belle Vue Lane were having difficulty in passing.

Action: To be pursued with the occupier.

06/01008/FUL conservatory at 18 School Lane CH3 7ET for Mr Heywood. No objection.

06/01020/FUL
first floor and
rear single storey
extension at 97
Oaklands CH3
7HG for Mr and
Mrs K Bailey. No
objection.

06/01032/FUL
construction of
double garage
with office
accommodation
above for home
based business
at Ash Villa, Hare
Lane, Pipers Ash
for D Rose and N
Haslock
(neighbouring
Parish Council).
No objection.

06/01040/FUL
extension to
entrance porch
and alterations to
lounge at Hilltop,
Church Lane for
Ms C Haslam.
No objection.

06/01050/FUL
new front porch
and canopy at 89
Oaklands CH3
7HG for Mr and
Mrs Naidu.
Further inquiries
would be made
by Cllr Hughes.

06/01054/FUL
extension to
garage, new
pitched roof and
porch at 6 Cinder
Close CH3 7EP
for Mr and Mrs
Tilston. Further
inquiries would
be made by Cllr
Fisher.

05/00107/FUL

37.5m high lattice mast on land at Tile Farm, Wicker Lane for T Mobile. The Clerk reported the receipt, by letter dated 19 June 2006, of advice from City Cllr B J Bailey as to the present position with regard to the possibility of the height of the installation being reduced. Cllr Bailey had pointed out that at no time had the need for a 37.5m mast been stated to be a network requirement. The tree height had now been measured at 27.5m and it appeared to Cllr Bailey that a mast of 30m would satisfy the network requirement.

Action:
Noted. Cllr Bailey to be thanked.

(ii) Decisions:

No decisions had been received.

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:
proposed public
meeting 12
September 2006.
A helpful note as
to the way
forward had
been circulated
by the Vice
Chairman. It was
agreed an
informal meeting
should be held
on Monday 21
August 2006 to
discuss the
arrangements for
the meeting and
the publicity
therefor. In
connection with
the latter point, it
was further
agreed that in
the event of a
proposed flyer
being printed by
the Vice
Chairman, the
Vice Chairman
would be
reimbursed the
cost thereof.

(v) Strategic
planning: (a)
Chester City
Council Local
Development
Scheme and
Supplementary
Planning
Documents. The
Clerk reported
the receipt of the
City Council's
revised Local
Development
Scheme and
Supplementary
Planning
Documents.
Early community
involvement on
the content of the
documents was
being

undertaken. The Council would have a subsequent opportunity to comment on formal drafts of the supplementary planning documents before the final versions were adopted and published by the City Council.

Action: Clerk to progress.

(b) Cheshire Waste Local Plan inquiry. Notes of pre-inquiry meeting held on Wednesday 21 June, 2006. The Clerk reported the receipt, by letter dated 3 July 2006, of the notes of this meeting.

Action: noted.

(iii) Chester City Council: sports and leisure park consultation. The Clerk reported the receipt of consultation by the City Council on a major development of sport and leisure facilities which also involved an hotel, two fire stations, market value and affordable housing and arts provision in the city centre and on its outskirts.

Action: The City Council to be informed that easy and

convenient
access to the
proposed
leisure
facilities from
the rural
area,
including
adequate
public
transport,
was essential.

4 Parish car
park.

The Clerk
reported the
receipt, by email
dated 20 June
2006, of an
occupier's
concerns as to
the condition of
the parish car
park including
the emptying of
the litter bin, the
need for a dog
bin, the standard
of grounds
maintenance and
sweeping and
the number of
abandoned
vehicles. An
appropriate
response had
been made and
the occupier was
being kept
informed of
action being
taken by the
Council.

5 Leisure
Services.

(i) Playing Field
(a) facilities. The
Clerk was
pleased to report
he had identified
a supplier of nets
which did not
require a back
support and

which were within the price range previously considered by the Council.

Action: Clerk to proceed to purchase. (b) grounds maintenance.

Members revisited their concern at the continuing failure of the City Council contractor to maintain the field in accordance with specification. The Clerk indicated the operations manager remained in no doubt as to the Council's position. The requested site meeting had taken place with the contractor and assurances had been given that the contract would be returned to specification. This included cutting the field and, in view of the length of the grass, removing the arisings. In the continued absence of satisfactory progress, Members believed there had been an irretrievable breakdown in confidence and confirmed the authorisation given to the Clerk 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, including an approach to an alternative contractor should this be necessary, during the recess. In the absence of an immediate return to specification in all areas, the Council was not persuaded to depart from its considered view, albeit reluctantly, that the contract should be terminated in view of continuing defaults by the contractor since its commencement in Spring 2005.

(ii) Play Area (a) CCTV. The draft protocol prepared by the Clerk would be revisited at a future meeting. With respect to any future enhancement of the system, which would include the shops and primary school, the Clerk had approached the postmistress and had indicated the views, on an informal basis, of

the occupiers of the commercial premises and private dwellings in Summerfield Road would be welcomed. With respect to the disposal of the present tapes following their replacement, the Clerk indicated the City Council CCTV manager would be pleased to assist. (b) inspection check list. Responses were awaited 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, which had been referred to the City Council, Play and Leisure and Gresty respectively.

(c) annual independent playground inspection. The report was awaited. (d) Dog Control Orders. The Clerk had requested that the play area should be included in any future orders.

(iii) Public Footpaths (a) Footpath No 7, further interim

decision. The Clerk was pleased to report the receipt of a second interim decision by the inspector, dated 20 June 2006, proposing to designate the routes as restricted byways on the basis that section 67 of the Natural Environment and Rural Communities Act 2006 had come into effect. The inspector had confirmed there would be no right of way for mechanically propelled vehicles although, in the inspector's opinion, this would not prejudice vehicular access by the owners or occupiers of adjacent land. The decision, which met the Council's aspirations, was welcomed. The Clerk was thanked for his considerable efforts which had helped the Council to reach this position.

(b) Replacement signs. The Parish Paths Warden had indicated that Messrs Gresty did not believe they had any signs in store. Messrs

Gresty had asked for a detailed specification as to what was required, for example the number of pointers and what needed to be said on them. The warden was recommending signs should be provided at the western end of Footpath No 7, at the Bird in Hand and just over the River Gowy although that may not be in Guilden Sutton Parish. Action:
The further views of the Parish Paths Warden to be ascertained.

(iv) Grounds Maintenance: (i) contract. See 5 (i) above. (ii) Letter from Messrs Gresty. The Clerk reported the receipt of a letter, dated 12 May 2006 from Messrs Gresty in response to the Council's request for litter in the play area to be cleared by each Monday afternoon. It was noted the contractor believed that in view of the volume of litter within the village, a further half hour needed to be added to the

weekly rota.
Action: Clerk
to respond.
Cllr Hughes
to speak to
Messrs
Gresty.

(v) Public Seats.
Following the inspection by the Clerk and Members of the seat in Guilden Sutton Lane, refurbished by Messrs Gresty at their own expense, which suggested the slats required some smoothing, the matter had been referred to Messrs Gresty by the Clerk. Messrs Gresty had indicated they would prefer not to accept the Council's offer to make a contribution towards the expense incurred. An appropriate letter thanking Messrs Gresty for their generosity had been sent by the Clerk. An acknowledgement would also appear in the newsletter.

(vi) Landscaping, Fox Cover. There was nothing further to report at this stage .

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

6 Public transport. (i) Chester Station. There was nothing further to report as to the consultation on proposed improvements to the Chester Station Square which had taken place on Thursday 22 June 2006. (ii) Chester District Public Transport Liaison Committee 5 July 2006. There was nothing to report.

7 Highways:

(i) Strategic. (i) Highways Agency M6 Study-Cheshire's interim response. Action:
Received and noted.

(ii) Local matters:

(a) Speed matters: speed indicator device, Community Speed Watch, Set the Pace. 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. Mr Charles Lloyd, Locality Manager for West Cheshire had confirmed to the Clerk that work was in progress on all the possibilities which had been raised by the Council on which responses were awaited. These included the outcome 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 progressed by the Chairman in consultation with Members. 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.

Action: The Chairman.

(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. (see above).

(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. (see above).

(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. (see
above).

(d) The City
Council's Area
Manager had
been
approached as to
the inclusion of
the parish on the
rota for the use
of the speed
indicating device
and a response
was awaited.

(e) 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.

(f) The Clerk had
contacted Project
Rural Matters as
to training in the
use of radar
equipment
similar to that
deployed by
Mickle Trafford
and District
Parish Council.

(g) fence,
Guilden Sutton
Lane. A

response had
been received
from Messrs
Gresty as to the
concerns relating
to the condition
of their field
boundary fence
adjoining the
footway on
Guilden Sutton
Lane. Action:
Noted.

(h) speed review,
Guilden Sutton
Lane. The Clerk
reported a
decision by the
highways and
transportation
local joint
committee for
Chester to carry
out a speed
review of Guilden
Sutton Lane.
Action. To be
welcomed.

(iii) Lighting.
There was
nothing further to
report at this
stage.

8 Finance:

(i) Income:

Bank of Scotland
Interest (31 May)

£ 22.33

Scottish Widows
Interest (3 July)

£ 159.74

Chester City
Council
lengthsman grant
2005

£ 563.00

VAT refund

2005/06

£ 658.16

(ii) payments.

Gresty
Repainting of
goal posts
£ 117.50
(VAT £17.50)

Research
Machines
IT equipment

£ 252.52 (VAT
£37.61)

Devaprint
Newsletter 114

£ 115.00

ChALC
Chairman's
training

£ 20.00

Chester City
Council
2nd half year
business
rate £
276.00

North Wales
Newspapers
Newsletter
distribution
£ 23.50
(VAT £3.50)

D Tubman
Internal audit
fee
£
40.00

Clerk
Salary April - July
2006 £
1,079.33

Newsletter
postage

£ 18.50

Photocopies

125 @ 5p

£ 6.25

Mileage

16@40p

£ 6.40

£ 31.15

Proposed by Cllr
Hughes,
Seconded by Cllr
Armitage, and
agreed.

(iii) Balances

Bank of Scotland
(5 June)

£ 4,240.95

Scottish Widows
(3 July)

£

23,674.71

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

(v) Audit: The
Clerk reported on
the outcome of
the internal audit
which was
satisfactory. The
annual return
had been
circulated for
Members'
consideration.
Members

considered their responsibilities under the terms of the return and agreed it should be signed by the Chairman. It was agreed a formal risk assessment should be revisited following co-options.

(vi) Insurance.
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. (a) Transfer of current account. The completed documents had been forwarded to the Co-operative Bank. (b) Clerk's gratuity account. The Clerk reported the account had been opened with the agreed deposit.

(viii) General. (a) Payment of duplicate affiliation fee (£14) to the Cheshire County Playing Fields Association.

Reimbursement of this amount had been pursued by the Clerk with the honorary treasurer. The amount would be applied to the council's subscription for 2006/07.

9 Environment services: (i) amenity cleansing. Further to the report by Cllr Armitage that litter bins in the vicinity of the shops and village hall had not been emptied, an assurance had been received from the City Council that the schedule had been checked and the bins were being emptied on a regular basis.

Action:
position to be kept under review. (ii) dog fouling. (iii) litter bins. (iv) lengthsman. (v) sewers. There were no action items to report under these headings.

10 Trees and hedges. There was nothing further to report at this stage.

11 Cheshire Association of Local Councils.
(i) Chester Area

Meeting. The annual meeting of the Chester Area Meeting had been held on Wednesday 5 July 2006. Cllr Armitage had been re-elected as Chairman and the Clerk as Honorary Secretary.

Action: The Chairman and the Clerk were congratulated on their election. (ii)

Village Shops and Post Offices Survey. The Clerk was dealing with the 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.

(iii) Newsletter 109. Received and noted.

12 Chester City Council (i)
Maintenance of churchyards and burial grounds. A response was awaited to the invitation to the Parochial Church Council to apply

for a matching grant of £250 towards the costs incurred in maintaining the churchyard. (ii) Gowy North Area Committee. It was noted the next meeting of the Gowy North Area Committee would take place on Thursday 7 September 2006 in Barrow. It was further noted the closing date for the receipt of applications for a second round of payments from the committee's budget for 2006/07 would be Thursday 20 October, 2006.

13 Cheshire County Council. There were no action items to report.

14 Cheshire Community Council. (i) Affiliation to Cheshire County Playing Fields Association. Concluded (see above.)

15 CPRE. There were no action items to report.

16 Health. The Clerk reported the receipt of advice, dated 4 July 2006, of a

public consultation on plans by the Cheshire and Wirral Partnership NHS Trust to become an NHS Foundation Trust. It was noted the closing date for comments was 9 October 2006.

17 Policing. (i) Police Community Support Officers. The Clerk reported he had been informed by Mickle Trafford and District Parish Council that the Council did not intend to pursue the appointment of a police community support officer.

18 Newsletter. The Clerk reported a further newsletter had been issued. This included a summary of the Council's annual report.

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

20 Bulb planting. It was agreed that 3 no sacks should be ordered from Messrs Gresty.

21 Parish ICT.
(i) Colour printer.

The Clerk had approached 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. A response was awaited. (ii) inclusion of commercial advertising on the web site. The Clerk reported the receipt of two separate requests to include commercial advertising in the site. It was agreed that as the site was maintained on a voluntary basis, the requests should be declined.

22 Primary School. (a) hedges. There was nothing further to report at this stage. (ii) Community governor. Cllr Fisher reported. It was noted there was an expectation the Council would submit a nomination for a community governor as soon as possible in the Autumn term should it wish to do so.

23 Maintenance of street furniture. The estimate in the sum of £385 plus VAT from Grosvenor Design had been accepted. It was noted this figure would be increased to allow for the replacement of the facing of the Church Lane noticeboard.

24 Cheshire Fire and Rescue Service. There were no action items to report.

25 Summerfield House 30th anniversary celebrations. The Clerk reported the receipt, by email dated

26 June, 2006, of an invitation from the scheme manager for Members to join in the celebrations of the 30th anniversary of the building. This included a strawberry tea in conjunction with the village churches on 29 July 2006 and a coffee morning and open day to be held on 16 August 2006 to be attended by the Lord Mayor, the Rt Worshipful Cllr Sandra Rudd. The scheme manager

extended an invitation to Members to attend. The Chairman indicated he would be able to attend the coffee morning and open day.

Action:
Scheme
manager to
be advised.

26 Members' information items.

St John's Holiday Club. The Clerk referred to information in St John's Parish Magazine, which he had brought to the attention of the Chairman, that the City Council had declined to offer its customary grant of £200 to the church to support the childrens' holiday club on the grounds it could discriminate against members of other faiths or none. He suggested the Council might consider stepping in with a similar grant in view of the invaluable work done by the holiday club and its volunteers for younger people in the parish. Members were supportive and it was agreed this would be considered at the

September meeting should the church wish to make an application.

27 Information correspondence:

Public transport: Mid Cheshire line

ChALC: Local Council Review, July 2006; Training 2006.

Chester City Council: Council meeting 19 July, 2006, Ethics and Standards committee 22 June 2006; constitution update; environmental statement; Past Uncovered June 2006.

Cheshire County Council: Step into Cheshire 16 - 24 September 2006; Good Practice exhibition 11 September 2006, Queens Hotel, Chester; Cheshire Rural Youth Grants 2006/07.

Cheshire Community Council: summary of services available; staff list July 2006; new parish plans development officer; Cheshire Rural View July 2006; Building

community life
brochure (Defra);
Cheshire Halton
and Warrington
Racial Equality
Council.

North West
Regional
Assembly; The
North West
Practice Design
Guide.

CPRE:
Countryside
Voice Summer
2006.

Policing; Chester
Police Forum on
Monday 10 July,
2006; police
community
support officers.

Clerks and
Councils Direct
July 2006.

Matters
considered in the
absence of the
press and public

28 Clerk's terms
and conditions.
The Chairman
reported the
Clerk's contract
had now been
signed.