

Guilden Sutton Parish Council

Minutes of the annual meeting of the Council held on Monday 10 May 2010 in Guilden Sutton Village Hall on the rising of the annual parish meeting.

Chairman: Cllr D Hughes.

Present: Cllrs I Brown, A Davis, D M Fisher, D Hughes, J Hughes, M Kerfoot, W Moulton, P M Paterson,

1 Procedural matters

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Cllr D Hughes in the chair.

(i) Election of a Chairman of the Council for the ensuing year. It was proposed by Cllr I Brown, seconded by Cllr D M Fisher that Cllr P M Paterson should be elected Chairman of the Council for the ensuing year. There being no further nominations, Cllr Paterson was elected unanimously. Cllr Paterson signed the declaration of acceptance of office.

Cllr Paterson in the chair

Cllr Paterson thanked Members for their consideration. She expressed the Council's appreciation to Cllr D Hughes for his chairmanship and to the Clerk for his efforts during the previous 12 months.

Cllr Hughes responded and indicated he had very much enjoyed his year of office. He extended his best wishes to the Council for 2010/11.

(ii) Apologies. Apologies were received from Cllr S Parker and PC M Baker.

(iii) 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 after making a statement should they so wish under clause 12 (ii) of the code. 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.

Cllr P M Paterson declared a personal interest in planning application 10/10748/FUL, change of use of property from shop with dwelling above, use classes A1 and C3, to dental practice, use Class D1, at 1 Summerfield Road CH3 7SW by virtue of being a member of the Executive of Guilden Sutton Community Association, an adjoining landowner.

Cllr D M Fisher declared a personal interest in planning application 10/10748/FUL, change of use of property from shop with dwelling above, use classes A1 and C3, to dental practice, use Class D1, at 1 Summerfield Road CH3 7SW by virtue of being a member of the Executive of Guilden Sutton Community Association, an adjoining landowner.

Cllr D Hughes declared a personal and prejudicial interest in planning application 10/10748/FUL, change of use of property from shop with dwelling above, use classes A1 and C3, to dental practice, use Class D1, at 1 Summerfield Road CH3 7SW by virtue of being Chairman of the Executive of Guilden Sutton Community Association, an adjoining landowner.

Cllr D M Fisher declared a personal and prejudicial interest in planning application 10/11027/FUL rear extension to existing detached garage at 5 The Dell CH3 7ST by virtue of being the applicant.

All remaining Members declared a personal interest in planning application 10/11027/FUL rear extension to existing detached garage at 5 The Dell CH3 7ST by virtue of being known to the applicant. 10/11 016

(iv) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 12 April 2010. The minutes of the ordinary meeting of the council held on Monday 12 April 2010 were proposed by Cllr J Hughes, seconded by Cllr D Hughes and agreed as a correct record.

(v) Election of a Vice Chairman of the Council for the ensuing year. It was proposed by Cllr W Moulton, seconded by Cllr Fisher that Cllr J Hughes should be elected Vice Chairman of the Council for the ensuing year. There being no further nominations, Cllr J Hughes was elected unanimously. Cllr J Hughes signed the declaration of acceptance of office and thanked Members for their consideration.

(vi) Election of representatives/attendees to outside bodies:

(a) Cheshire Association of Local Councils, Chester Area Meeting (three representatives). It was agreed that Cllrs Paterson, J Hughes and Kerfoot should be nominated as the Council's representatives. The Clerk stressed that as many Members who so wished could attend but that only three could participate in any vote which may arise.

(b) Cheshire Community Council Village Halls Forum. It was agreed that Cllr D Hughes should be nominated as the Council's representative.

(c) CPRE. It was agreed that Cllr Brown should be nominated as the Council's representative.

(d) Guilden Sutton Village Hall Management Committee. It was agreed that Cllr J Hughes should be nominated as the Council's representative.

(e) Cheshire West and Chester Gowy Community Forum. It was agreed that Cllrs Paterson and J Hughes should be nominated as the Council's representatives. The Clerk indicated that as many Members who so wished could attend.

(f) Cheshire Police Authority Western Division Have Your Say Meeting. It was agreed that Cllrs Moulton and D Hughes should be nominated as the Council's representatives. The Clerk indicated that as many Members who so wished could attend.

(vii) Appointment of office holders.

(a) Rights of Way Warden. It was agreed that Brian Lewin Esq should be invited to continue.

(b) Parish Tree Wardens. It was agreed that Cllr Brown and Alan Young Esq should be invited to continue.

(c) Local Bus User Contact. It was agreed that Cllr Moulton should be invited to continue.

(d) Recycling Champion. It was agreed that Cllr J Hughes should be invited to continue.

(viii) Dates of future meetings:

Mondays 7 June, 12 July, 6 September, 4 October, 1 November, 6 December 2010.

(ix) Publication scheme: Training. There was nothing further to report at this stage.

(x) Code of Conduct. The Clerk would prepare and circulate a note of the main points made by the former Monitoring Officer in due course.

(xi) Sustainable Communities Act Amendment Bill. Further to the General Election the Clerk reported he would inquire as to the progress of the Sustainable Communities Act Amendment Bill.

(xii) UK Youth Parliament. Further to the Clerk informing that Mr D Palmer had been successful in his election as a Member of the UK Youth Parliament, the Clerk reported he had congratulated Mr Palmer and invited him to maintain contact with the Council.

(xiii) General election. Further to the General Election held on 6 May, 2010, the Clerk reported Mr Stephen Mosley had been elected as MP for the City of Chester vice Mrs C M Russell. It was agreed that Mr Mosley should be congratulated and that Mrs Russell should be thanked for her help to the Council since 1997.

2 Public Speaking Time.

Mr M S J Roberts referred to public transport issues and was thanked by the Chairman for his attendance.

3 Planning:

(i) New applications.

10/10748/FUL, change of use of property from shop with dwelling above, use classes A1 and C3, to dental practice, use Class D1, at 1 Summerfield Road CH3 7SW. Further inquiries had been made by Cllrs Fisher and J Hughes. The following response was agreed:

*“There is no objection to this application but the Council has concerns there is no detail of any changes to the area in front of the shops, including DDA adaptations, no details of any signage, which should require a separate consent and no reference to the fitting of external air conditioning equipment. The Council also wishes to recommend that the LPA should require the existing surgery to revert to residential accommodation.
The Council's previous support for the retention of this valuable NHS facility remains.”*

10/10861/FUL conservatory at rear of 109 Oaklands CH3 7HG. Further inquiries had been made by Cllrs Paterson and Brown. It was agreed no objection should be raised.

10/11027/FUL rear extension to existing detached garage at 5 The Dell CH3 7ST. Cllrs Moulton and J Hughes reported. It was agreed no objection should be raised.

(ii) Decision notices.

10/10906/NMA , non material amendment to application 09//11515/FUL 52 Oaklands. Planning permission. The Clerk reminded Members the Council was not consulted on this type of application. As the decision notice had not specified the amendment, involving the reconfiguration of a door and window at the rear of the two storey side extension, he had obtained a copy of the case officer's report and provided this to Cllr Fisher.

(iii) Parish Plan: progress report. Cllr Paterson reported further as to the arrangements for the launch.

(iv) Village Design Statement. There was nothing further to report at this stage.

(v) Strategic Planning.

(i) Cheshire West and Chester Council, open space audit and assessment of need. See 6 (x) beneath.

(vi) Gypsy Traveller Overview Training Sessions. It was noted that further sessions would take place on 18 May and 13 July 2010.

4 Quality Council issues.

(i) CiLCA qualification. The Clerk was pleased to report that following the submission of his portfolio, he had reached the required standard in all 24 modules and had been awarded the Certificate. The Clerk thanked Members for their support.

(ii) Training: (a) Power to Promote Well Being. At an appropriate stage, the Council would revisit the possibility of training being requested from the County Office. (b) General. Members would indicate

should they wish to attend any particular session during 2010 from the list previously circulated.

Action: All Members. The Clerk reported on an Audit update session he had attended in Crewe on Wednesday 14 April, 2010.

10/11 018

(iii) Moving Towards Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the small group which had been established comprising the existing Quality Council group of Cllrs Fisher, D Hughes and Brown, to include the Chairman ex officio.

(b) Status. A meeting would be arranged in due course to enable the group, to include the Chairman ex officio, to consider the requirements which would have to be met by the Council if it was to achieve Quality Parish Council status to which it was committed in principle. **Action: Cllr Brown.**

5 Parish car park.

(i) Grounds maintenance. Performance against specification by the contractor, including the need for the grass to be cut on a regular basis and for weeds to be removed from the hard surface would continue to be closely monitored. It was noted the bank had not been mown and this would be raised with the contractor.

(ii) Improvement scheme. (a) Boundary treatment. A response was awaited by the Clerk as to his renewed approach to a contractor to seek quotations for the removal of the planting and mulch on the sides and rear of the car park and their replacement with concrete topped by setts.

(iii) Rear boundary wall. The Clerk would approach the two contractors of which he had details in due course to ascertain their interest in carrying out an inspection and detailing any necessary repairs to the boundary wall.

(iv) Replacement noticeboard. There was nothing further to report at this stage as to the application to the ward councillors for a grant from their Members' Personal Budgets for the replacement of this noticeboard. An approach would be made to Cllr Parker. **Action: The Clerk.**

(v) Bulb planting. There was nothing further to report at this stage.

6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. Cllr Paterson reported following an inspection.

(b) Mole infestation. Cllr Davis reported on progress so far. This was noted.

(c) State of nets. Cllr D Hughes was authorised to purchase ties to refix the nets.

(d) Basket ball equipment. There was nothing further to report at this stage.

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. There was nothing further to report at this stage.

(b) Inspections. The Clerk informed the statutory annual inspection for 2009/10 had been carried out. The report had been referred to Cllr Paterson and it was noted there were no immediate issues, although further details were awaited. The inspector had advised the design of aspects of the equipment had been failed by subsequent amendments to the British Standard. Cllr J Hughes referred to the condition of the safety surfacing.

(c) Litter bin emptying. There was nothing further to report at this stage.

(d) Grounds maintenance issues. The contract requirement for detritus to be removed from the hard surfacing rather than blown into the hedge bottom would continue to be brought to the attention of Messrs Gresty.

(e) Replacement of safety surfacing. The likelihood of grants being available was being pursued by the Clerk. **Action: The Clerk.**

10/11 019

(iii) Public Footpaths.

(a) Footpath 7. Further to Cllr Paterson informing of low branches from trees adjoining the route, which it was noted would be the responsibility of the landowner, any comments from the Rights of Way Warden were awaited.

(b) Footpath 2. (i) Clearance and sweeping. Further to the Clerk informing Cllr B J Bailey of footpath issues which had been raised with the borough council and to Cllr Bailey and the Clerk having carried out a site inspection of all the routes previously visited with the Area Manager, the matter was being progressed by Cllr Bailey. **Action: Cllr Bailey.**

(c) Footpath 1. There was nothing further to report at this stage.

(d) Rights of Way Group. There was nothing further to report at this stage.

(e) Mid Cheshire Footpath Society. There was no action correspondence to report to this meeting.

(f) Greenway. (i) The wish of Members for signs to the Greenway from Guilden Sutton Lane and at the junction with footpath 7 was being referred to the project officer. The Clerk was awaiting a response to his request for leaflets with a map of the route being provided locally. (ii) Pedestrians. Concern was raised at the increased number of cyclists and pedestrians emerging from the Park Farm access onto Guilden Sutton Lane. It was thought this would benefit from signage to warn both approaching road users and those emerging from the Greenway. Inquiries would be made by the Clerk. **Action: The Clerk.** (iii) Surface, Garners Lane. Cllr Fisher informed of a view the surface of this access to the Greenway should be improved to assist those with push chairs or wheel chairs. This would be brought to the attention of the Project Officer. **Action: The Clerk.**

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. The Clerk was confirming the Council's acceptance of the kind offer by Messrs Gresty to continue the contract for a further year at the rates agreed for 2009/10. The Clerk was pursuing the correspondence, by letter dated 18 February 2010, from Messrs Rich Brothers of Rowton seeking to quote for grounds maintenance work. **Action: The Clerk.**

(v) Public Seats. Damage to the seat in Wicker Lane was reported. An estimate for repairs would be sought from Messrs Gresty. **Action: The Clerk.**

(vi) Fox Cover. (i) Landscaping. There was nothing further to report at this stage. (ii) Replacement 'no ball games' sign. The Clerk informed there was nothing further to report at this stage as to the application to the ward councillors for a grant from their Members' Personal Budgets for the replacement of this vandalised sign. An approach would be made to Cllr Parker. **Action: The Clerk.**

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

(viii) Multi use games area. Cllr Kerfoot informed there was nothing further to report at this stage. The Clerk referred an article in the Cheshire County Playing Fields Association newsletter on such facilities.

(ix) MBNA Chester Marathon 31 May 2010. There was nothing further to report at this stage.

(x) Cheshire West and Chester Council open space assessment and audit. Further to the Clerk informing the Council had appointed specialist sport and leisure consultants to undertake an open space audit and assessment across the borough which would update the studies undertaken by the previous authorities and aim to identify the needs of the public across the local authority and to map out the quantity, quality and accessibility of existing provision in order to prioritise areas for improvement and development to help to understand local issues so that they could be addressed more effectively, the Clerk reported he had attended a drop in session held in Winsford on Wednesday 14 April, 2010 to discuss issues in Guilden Sutton. This had been extremely successful on behalf of the parish as he had been able to "walk through" all the issues with the help of a large scale annotated map held by the consultants. An interim report was expected in the summer with a final report at the end of the year.

7 Public transport.

- (i) Revised services. Cllr Moulton, Local Bus User Contact, informed there was nothing further to report at this stage.
- (ii) C80 town centre departure - Mrs Y Kirk. There was nothing further to report at this stage.
- (iii) Moorcroft Crescent inbound bus stand. Further to Cllr Moulton informing that visibility of oncoming traffic from this stand was obscured by overgrowth, Cllr Moulton confirmed that no action had been taken. A request would be made to Cllr S Parker for an inspection. **Action: The Clerk.**
- (iv) Timetable information. There was nothing further to report at this stage.

8 Highways.

- (i) Strategic matters.
 - (a) A55 low noise surfacing. There was nothing further to report at this stage.
 - (ii) Issues with the highway authority.

It was noted with disappointment that a response was awaited from the Area Highways Manager to the following issues. Cllr Bailey indicated he understood the matters were being pursued:

Guilden Sutton issues list

Major schemes.

A55 resurfacing River Dee to A51. Need for similar low noise surfacing in Guilden Sutton (and Hoole Village) raised with Highways Agency. Response received as to policy, no date but believed to be 2012.

Belle Vue Lane

Haunching/pot holes.

Church Lane.

Condition of cycle route Church Lane - Cinder Lane. Raised with Ian Lifford. Request for barrier to prevent reported use by motorcycles.

Flooding. In carriageway at foot of Fox Cover steps, possible BT manhole problem near junction with Wicker Lane.

Cinder Lane

Overgrown hedges, Cinder Lane/condition of footway. Raised with Ian Lifford.

Guilden Sutton Lane

Steps, Heath Bank to Guilden Sutton Lane. Untidy condition reported.

A 41/Guilden Sutton Lane, road rage, double parking in the gap, reinstatement of crossroads, installation of traffic signals, provision of crossing for cyclists and pedestrians as part of a safe route to school, traffic conditions on car boot Sundays. Ongoing apart from response to signals issue.

Boundary sign, Guilden Sutton Lane by reservoir. Reported. Requires refixing.

10/11 021

Damage to verges, truncated length of Guilden Sutton Lane. Request for road widening to accommodate HGVs. Concerns at effect of possible work by Scottish Power to their plant in the verge which would affect this.

Drainage issue in footway at field entrance opposite access to restricted byway. Gulley claimed to have been installed not at the lowest point. Recent flooding.

Lighting obscured by trees at reservoir. (Old). Reported. Not known if action taken.

Obstruction of footway by nettles etc at one location, brambles at the approach to the diversion from the village. Ongoing.

Overgrown hedges at two properties. (Old) Believed resolved by highway authority.

Guilden Sutton Lane, trip hazard at the site of a fall adjoining fence (Gresty's field). No defect revealed, local Member not satisfied.

Heath Bank, shrubbery, need for pruning. Dealt with.

Signing and lining: Guilden Sutton Lane at playing field, extend red patch "SLOW" marking to both carriageways and restore disturbed surface.

Wilding Business Estate, emerging traffic. Ongoing. Lining provided by Messrs Wilding.

Bus stand opposite houses between Moorcroft Crescent and Wilding Business Estate. Growth obscuring view of approaching traffic for alighting passengers.

Condition of carriageway under A55 bridge. NEW

Hare Lane.

Speed of traffic, double parking in vicinity of Rugby Club. With highway authority/Police. Club understood to have issued advice re parking.

Oaklands

Shops area -

Disabled access to shops. To be resolved by current planning application.

Concern that installation of a further dropped kerb from the shops car park to the pathway of the village hall car park is leading to vehicles over riding the footway to reach the Village Hall car park.

Perceived defect with the more recently improved ramp closer to the Village Hall.

Flags adjoining , Summerfield Road. Ongoing concerns re condition. Not adopted.

Footway rear Cathcart Green. Faulty step. Not adopted. Discussed at site meeting.

Elsewhere -

Footpath 2, condition. Raised with Ian Lifford.

School access to rear of Orchard Croft. Raised with Ian Lifford.

Need to edge out footway at Cathcart Green.

*Carriageway defects on Oaklands approaching junction with School Lane at Wood Farm. 10/11
022*

Carriageway defect in vicinity of the dell (site of previous collapse).

Parking, Arrowcroft Road. Ongoing school issue.

School Lane

Porters Hill, remove centre line, add in edgeline, increase width of footway, provide rumble strips, install signals, reduce tree canopy. Issues raised by Members and the public.

Encroachment onto the highway. Posts and chains in verge. Council assured highway land could not be lost by default. Notices erected by occupiers requesting pedestrians not to use the verge at a second location where there is no footway

Flooded gulleys/depressed covers in vicinity of Arrowcroft Road. NEW

Condition of School Lane nameplate at the war memorial.

Station Lane.

Renewal of SLOW sign when leaving the village.

Speed review.

Wicker Lane

Gulley kerb, Concerns re the position of this kerb in the carriageway.

Visibility issue Wicker Lane/Church Lane. Overgrowth on corner, previously cut back by highway authority.

Surface water running from S bend towards Wicker House. NEW.

General

Planters. NEW. Possibility of planters being provided on highway land at a central location in the village. Policy?

Migration of gravel from drives onto the footway. No current issues.

Overgrown hedges at various locations. PC approach is to advise complainants to report to highway authority.

SatNavs, request for weight restrictions on unsuitable roads. Response received.

Speed reviews, A41, Guilden Sutton Lane, Wicker Lane, Hare Lane, Station Lane. Ongoing. Update needed on proposed 30mph on Guilden Sutton Lane and reduction in the limit on Station Lane.

(iii) Current issues

(a) Speed issues. (i) Speed indicator device, further lease. The Chairman thanked Members for their sterling efforts in manning a rota for a two week period and particularly Cllr Moulton for preparing the rota and collecting and returning the new equipment which it was agreed was a great improvement on the previous device. It was agreed that a further session should be requested in September when it was understood two units would be available. It was further agreed the Police should be invited to join the rota. The possibility of the speed gun being deployed by the Council would be investigated.

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking. (ii) Suggestion by Cllr Kerfoot that a lining scheme or rumble strips on Porters Hill would improve safety. Both these issues had been raised with the Area Highways Manager and a response was awaited. 10/11 023

(c) Speed review, Guilden Sutton Lane. This outstanding issue had been raised with the Area Highways Manager. A response was awaited.

(d) Speed review, Wicker Lane/Hare Lane. There was nothing further to report at this stage. The issue had been raised with the Area Highways Manager and a response was awaited.

(e) Footway rear Cathcart Green/Summerfield Road. No repairs appeared to have been carried out to this unadopted path at this stage.

(f) Parking, Arrowcroft Road. There was nothing further to report at this stage as to the ongoing issue.

(g) Flags, Summerfield Road. There was nothing further to report at this stage.

(h) Disabled access to shops. The issues identified at the meeting between the Clerk and the Access Officer on 19 December 2007 would be revisited following the completion of the alterations proposed at the village shops. With respect to the concerns raised by Cllr D Hughes that the installation of a further dropped kerb from the shops car park to the pathway of the village hall car park could lead to vehicles over riding the footway to reach the Village Hall car park and the perceived defect with the more recently improved ramp closer to the Village Hall, both issues had been raised with the Area Highways Manager and a response was awaited.

(i) Junction A41/Guilden Sutton Lane. The historic issue had been raised with the Area Highways Manager and a response was awaited. Cllr Bailey was understood to be pursuing the possibility of red and white hatching being provided to emphasise the areas on which vehicles should not wait in the centre of the road. Cllr Moulton suggested the possibility of a camera being installed to monitor the junction. It was noted that pedestrians using the existing crossing points on the dual carriageway were at risk as the drivers of vehicles wishing to turn left naturally concentrated on traffic approaching from the right. The possibility of the crossing points being relocated would be raised with the highway authority. **Action: The Clerk.**

(j) Road signs. Members would advise the Clerk if they became aware of any road signs in and around the village which were obscured by vegetation. The Clerk was progressing the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial. **Action: The Clerk.**

(k) Migration of gravel. There was nothing further to report at present.

(l) Porters Hill. The issue raised by Cllr D Hughes concerning poor visibility encountered by motorists driving up the hill and a suggestion that traffic signals might improve safety together with the effect of trees overhanging the road had been raised with the Area Highways Manager. A response was awaited.

(m) Path, Cinder Lane to Church Lane. (i) Condition. The condition of this path had been raised with the Area Highways Manager and a response was awaited. (ii) Use by motor cycles. The complaint to the Rights of Way Warden as to the use of this path by motorcyclists had been raised with the Area Highways Manager and a response was awaited.

(n) Footway, Guilden Sutton lane. It was not known what action had been taken by the highway authority as to the obstruction of separate lengths of the footway on Guilden Sutton Lane by nettles, brambles and an overgrown hedge respectively. The issue had been raised with the Area Highways Manager and a response was awaited. A Member advised the position was now becoming dangerous.

(o) Parish boundary signs (i) Guilden Sutton Lane. The state of this sign had been raised with the Area Highways Manager and a response was awaited. (ii) Station Lane: The highway authority had been informed the sign had slipped down the pole.

(p) Flooding, Church Lane. Further to Cllr D Hughes informing of flooding taking place at the foot of the Fox Cover steps, and the flooding reported by Mrs Kirk emanating from a BT manhole, both issues had been raised with the Area Highways Manager. A response was awaited.

10/11 024

(q) Verges, Guilden Sutton Lane. Further to Cllr Fisher revisiting the concerns that verges on the truncated length of Guilden Sutton Lane were being damaged by HGVs and the suggestion the highway at that point should be widened to enable passing, the issue had been raised with the Area Highways Manager and a formal response was awaited. The Clerk understood there was a willingness to allow the rear entrance of the depot to be used to facilitate turning should this be necessary.

(r) Speed limit, Station Lane. There was no further information at this stage.

(s) Further to Cllr Brown informing of the need to edge out the footway at Cathcart Green, the matter had been raised with the Area Highways Manager. A response was awaited

(t) Gully kerb, Wicker Lane. The position of this kerb in the carriageway, raised by Cllr Fisher, had been raised with the Area Highway Manager and a response was awaited.

(u) Planters. Further to the inquiry by Cllr Kerfoot as to the possibility of planters being provided at a central location in the village and further inquiries being made by Cllr Brown of Helsby Parish Council, the issue was being pursued by the Clerk with the highway authority. **Action: The Clerk.**

(v) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps had been reported.

(w) Flooding, Wicker Lane. Cllr J Hughes informed that some action had been taken involving the clearing of drainage to allow water to flow to the Gow. Cllr Hughes was hopeful a solution could be found.

(x) Subsidence, reinstatement Guilden Sutton Lane. It was noted action had been taken to repair this defect.

(y) Obstruction, footway. Further to Cllr Moulton reporting that visually impaired persons had encountered difficulty when using the private footway to the Village Hall car park due to the placing of a wheelie bin on the footway for collection, thought to be from an adjoining occupier, the Clerk informed care now appeared to be being taken to place the bin off the footway.

(iii) Lighting. There were no faults to report at this stage.

9 Finance:

(i) Income:

Co-operative Bank Interest 1 April 201	£	0.44
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Scottish Widows 1 Interest 1 April 2010	£	0.00
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Scottish Widows 2 Interest 1 April 2010	£	1.61
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(ii) Payments:

CPFA Subscription 2010/11	£	18.00
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CPRE Subscription 2010/11	£	29.00
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St John's PCC
Graveyard grant 2009/10 £ 200.00

NWN Media
Distribution £ 22.85 (VAT £3.40)

10/11 025

ChALC
Audit training £ 5.00
Law & Procedures training £ 30.00
£ 35.00

D Tubman
Internal audit £ 45.00

Clerk

Postages
2 @ 41p £ 0.82
4 @ 32p £ 1.28
£ 2.10

Telephone £ 10.00

Photocopies
839@5p £ 41.95

Mileage £ 26.80

Subsistence £ 4.35
£ 85.20

Proposed by Cllr Brown,
Seconded by Cllr Fisher
and agreed.

(iii) Balances

Co-operative Bank
1 April 2010 £ 3,675.42

Scottish Widows no 1
1 April 2010 £20,752.93

Scottish Widows no 2
1 April 2010 £ 2,613.74

(iv) Report on contingency payments.
Budget: £ 455.00
Payments: £ 0.00

(v) Insurance.

(a) Fidelity. The application was on hold pending the outcome of the Council's market testing of the present insurers. It was noted that if the quotation referred to beneath were to be accepted, the standard fidelity limit would exceed the guidance suggested by the District Auditor corresponding to the maximum annual balances to be held.

(b) General cover. Further to consideration being given by Cllr D Hughes and the Clerk to a number of individual elements within the insurance, which had revealed no great discrepancies, the Clerk informed that approaches had been made to possible alternative providers. No response had been received from the alternative market leader and the Council's bankers, which had previously made an approach, had returned the documents indicating they were not able to provide a quotation. Inquiries of a community based scheme had indicated that paperwork would have to be completed to enable a quotation to be provided. Brokers for a specific parish council scheme underwritten by Norwich Union had replied immediately with an extremely favourable indicative quotation which had been circulated to Members.

10/11 026

It was proposed by Cllr J Hughes, seconded by Cllr Fisher and agreed that subject to satisfactory answers to a number of further detailed questions to be raised by the Clerk, the responses to which would be referred to the Chairman and Vice Chairman, the latter quotation would be accepted from 1 June 2010 on the basis of a three year agreement to take advantage of a long term discount.

(c) Volunteers. The Clerk understood the cover provided by the policy referred to above would correspond with the advice received from the previous insurers.

(vi) Participatory budgeting. There was nothing further to report at this stage.

(vii) Audit 2009/10. Members gave detailed consideration to the annual return and statement of governance together with the supporting notes which had been circulated prior to the meeting. It was noted there was a clean return from the Internal Auditor. It was proposed by Cllr Paterson, seconded by Cllr J Hughes and agreed that the annual return and statement of governance together with the supporting notes should be approved.

The Council expressed its thanks to the Internal Auditor, Mr D Tubman and the Clerk for their work in this respect.

(viii) Transfer to Clerk's gratuity account. The following sums were being transferred:

2007/08 arrears	£ 4.05
2008/9	£ 175.52
2009/10	£ 181.26
2010/11	<u>£ 181.26</u>
	£ 542.09

(ix) VAT. The Clerk reported a claim for a refund of £185.31 for the period 1.6.08 – 31.3.10.

(x) Grant application form. There was nothing further to report at this stage.

(xi) Participatory budgeting. There was nothing further to report at this stage.

(xii) Business Rate Relief. Further to the Clerk reporting the receipt of advice, by correspondence dated April 2010, from Cheshire West and Chester Council referring to an increase in the level of small business rate relief during the period 1 October, 2010 to 30 September, 2011, further inquiries were being made by the Clerk to establish the position in respect of the car park.

10 Environment Services:

(i) Recycling issues. (a) Chester waste collection and recycling contract. There was nothing further to report at this stage. Members were reminded that Cllr B J Bailey had asked to be informed of any concerns arising under the new contract. A Member informed of bins being abandoned by the collection crews in positions where they blocked the footway. It was agreed this should be reported to Cllr Bailey. **Action: The Clerk.**

(ii) Amenity cleansing. Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** The Clerk was securing prices for litter pickers. **Action: The Clerk.**

(iii) Dog fouling. Further to the Clerk informing that arrangements were being introduced by Cheshire West and Chester Council from May under which community safety wardens, street scene staff and

civil enforcement officers would be able to issue fixed penalty notices for litter and dog fouling and to Cllr S Parker kindly agreeing to investigate the action to be taken in communities such as Guilden Sutton where these officers did not patrol on a regular basis, the Clerk advised the following reply had been received:

“The new team of front line officers will be nearly 50 strong in the first instance (from mid May). We have a seconded police officer (Insp Mel Williams) who is working on how to task and co-ordinate these officers to address concerns raised by communities. They will operate in new ways and in new areas. Where problems exist anywhere in the borough we can target the resource to address the issue. *10/11 027*”

“Currently, we only have two dog wardens and the community safety wardens and Civil Enforcement Officers patrol mainly in the urban areas of Ellesmere Port and Chester City - this initiative is designed to change the way we work and provide services to parts of our community such as Guilden Sutton which have previously been excluded”.

A Member referred to incidents of dog fouling where due to their age or infirmity, dog walkers were unable to poop scoop. It was accepted this could be a difficulty. A note would be included in a future issue of the Newsletter. **Action: The Clerk.**

(iv) Sewers. There was nothing further to report at this stage.

11 Trees and Hedges.

(i) Hedges, Guilden Sutton Lane. There was nothing further to report at this stage as to the increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges. It was noted that Cllr Bailey had kindly offered to help with any serious problems. A note would also be included in the Newsletter.

(ii) Canopy, Porters Hill. There was nothing further to report at present as to the issue raised by Mr Jackson which had been referred to the Area Highways Manager. A response was awaited.

(iii) Hedges, Porters Hill. The need for overgrown hedges on Porters Hill which were at head height to be pruned would be raised with the Area Highways Manager following an inspection by the Clerk.

Action: The Clerk.

(iv) Land, Church Lane. Further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard, these would be inspected by the Tree Warden. The ownership of the land would also be clarified. **ACTION: Cllr Brown/The Clerk.**

(v) Trees Wicker Lane/Church Lane. Further to Cllr S Parker informing of complaints relating to trees at the junction of Wicker Lane and Church Lane, this had been referred to the Area Highways Manager. It was understood the land formed part of the highway. A response was awaited.

(vii) Hedge, Village Hall. Further inquiries would be made by the Clerk as to the overgrown hedge in the vicinity of the village hall referred to by Cllr Brown. **Action: The Clerk.**

(vii) Hedge, off Belle Vue Lane. Further to Cllr Fisher informing of the proposal by an adjoining occupier to remove a length of hedge adjoining footpath 2 and to plant a replacement of native species, there was nothing further to report at this stage.

(vii) Sycamore, Memorial Garden. The Tree Warden and the Clerk informed they had been alerted to a substantial branch falling from the tree, the Warden by the adjoining occupier and the Clerk by a passing tree surgeon. The latter, known to the Council, had kindly agreed to remove the branch without charge. It was understood the branch had been cut up with the arisings being taken in by the occupier. It was agreed the Clerk would ask Tree Officers to inspect and advise as to the future of the tree and that indicative quotations should be sought should its removal become necessary. **Action: The Clerk.**

(ix) Dead trees, the dingle. A Member referred to dead trees in the dingle adjoining Footpath 2. It was noted these were on private land.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk reported the Chester Area Meeting which had taken place on Wednesday 14 April 2010 had not included a presentation on Gypsy and Traveller issues as intended

due to the absence of the speaker. It was hoped the issue could be raised at the annual meeting in June.

13 Cheshire West and Chester Council.

(i) Funding for local councils. There was nothing further to add at this stage. The Clerk had requested the Council should be consulted and this had been confirmed.

10/11 028

(ii) Electoral Review, Cheshire West and Chester. There was nothing further to report at this stage as to the proposal by the Boundary Committee for England that Guilden Sutton should be included in a Chester Villages ward to which the Clerk had responded welcoming the proposals.

(iii) Clerk's Group. Further to the Clerk informing he had been invited to join a Clerks' Group which would meet with Cheshire West and Chester Borough Council to discuss issues relevant to clerks and parish and town councils, there was nothing further to report at this stage.

(iv) Maintenance of Churchyards and Burial Grounds. The Clerk reported that payment of the grant of £200 received from the borough council to the parochial church council could be authorised as minuted above.

(v) Gowy and Eddisbury Community Forum. Following the presentation from Mr Mark Lynch, Development Control Manager, at a previous forum, the Clerk reported that information on the procedure followed in determining planning applications, which had been due to be circulated, was awaited. It was noted the inaugural meeting of the new Gowy Community Forum was due on Tuesday 1 June 2010.

(vi) West Cheshire Together Local Strategic Partnership event 27 April 2010. Cllr Paterson reported she had attended this event which had included a reference to the Council's community strategy which would inform decisions taken under the power of well being.

(vii) Parish and Town Councils Seminar 19 May 2010, 7pm, Winsford. The Clerk informed he hoped to attend this seminar which was intended to cover issues relating to the future relationship between the Council and local councils in the borough.

14 Cheshire Community Action. (i) Cheshire Community Pride Competition Further to the comments by Mr R Hibbert, the Clerk was obtaining a copy of the entry forms for the Cheshire Community Pride Competition for information. (ii) Community Safety Survey. The Chairman encouraged Members to respond to this survey, details of which had been circulated by the Clerk. It was noted the survey closed on Friday 4 June 2010.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Have Your Say. It was noted the next Western Division Have Your Say meetings would take place as follows: Monday 28 June 2010, Wyvern House, The Drumber, Winsford, Thursday 15 July 2010, Civic Hall, Civic Way, Ellesmere Port, Tuesday 11 January 2011, Memorial Hall, Chester Way, Northwich, Thursday 20 January 2011, St Mary's Centre, off Castle Street, Chester.

(ii) PC Mal Baker. Further to the indication that PC Baker was to retire in due course, the Council expressed its appreciation of his services.

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

(iv) Parking, Arrowcroft Road. Further to Cllr D Hughes advising the primary school hoped to display a banner, to be designed by the children, which would promote road safety by encouraging parents to

use the Village Hall car park and to the Council indicating it would support such a move and would welcome an application for a grant toward the cost, it was understood that Cllr Bailey might consider a contribution from his Members' Personal Budget.

(iii) Your Local Policing Team. The Clerk reported that contact details of the Mickle Trafford Police Office had been displayed in the Post Office.

(iv) Community Safety Wardens. The Clerk reported the published telephone number for the community safety wardens was 0300 123 7033.

18 Newsletter. The Clerk would prepare a further issue to include the summary of the annual report.
10/
11 029

19 Memorial Garden. There was nothing further to report at this stage other than that minuted above.

20 Bulb planting. Further to Cllr D Hughes proposing that snowdrops should be purchased in the green for planting this Spring, Cllr Hughes reported that planting had been carried out, mainly on the parish car park bank.

(ii) Planters. See minute 8 (ii) above.

21 Parish IT. There was nothing further to report at this stage.

22 Primary School. Cllr D Hughes reported. The Clerk informed he had been pleased to be invited to participate in a listening and speaking project. The children had been excellent.

23 Disability Discrimination Act: barrier, Hill Top Road. There was nothing further to report at this stage as to the new fixed barrier which had been installed by Cheshire West and Chester Council.

24 Land ownerships. Further consideration would be given to the suggestion by Cllr Paterson that it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

25 Railway fencing, Guilden Sutton Lane. There was nothing further to report at this stage.

26 Community events: (i) Village Fête 2010. It was confirmed the Council would man the book stall at this event to take place on 10 July 2010. (ii) Holiday Club 2010. Further to Cllr D Hughes referring correspondence to the Clerk, the Clerk reported he had discussed the new procedure under which the Council might make a grant with the Rector and no difficulties were envisaged.

27 Land Registry. Further to the Clerk reporting the receipt of an approach by the Land Registry as to parish councils ensuring their land was registered at a discounted fee from £30 for an estate valued at up to £50,000, the matter was being pursued by the Clerk. **Action: The Clerk.**

28 Cheshire Landscape Trust. There was nothing further to report at this stage.

29 Network Rail communications mast. Cllr Moulton informed there was nothing further to report at this stage.

30 Guilden Sutton Methodist Church. Further to Cllr Paterson inquiring about the possibility of the church building being listed, the following response had been received from the conservation officer who had also indicated he believed the chapel to be a real asset to the village:

"The Chapel is clearly a fine and relatively unaltered (both internally and externally) non conformist chapel from the latter part of the nineteenth century (datestone 1873), in a simple gothic style but elaborated by the use of polychromatic brick detailing, particularly to the wall openings. Listings are made on behalf of the Secretary of State by English Heritage and strict criteria are applied by that body. For buildings of this period to be listed they would usually have to be rather outstanding examples of their type usually attributable to an architect of national importance, or

perhaps the building itself is associated with events in history of national interest. e.g. the chapel at Brown Knoll is listed only because of its associations with the preaching of Wesley. While acknowledging the local interest of the building I do not feel that the building sufficiently meets current listing criteria to warrant a spot listing application being made by the Council to English Heritage. Notwithstanding I shall notify our Development Control colleagues of the likely imminent redundancy of the chapel, and ask that should proposals come forward we will be consulted”.

31 Matters arising from the Annual Parish Meeting.

Cllr Fisher referred to the complaint by Mrs G Fisher that the doors of the Village Hall had been locked at the time of the commencement of the meeting, preventing entry by some members of the public. It was noted this was necessitated by the presence of children within the building at that time. The question would be revisited.

10/11 030

32 Member's information items.

Wildlife, The Gowy. Cllr Davis was pleased to report a sighting of a swan on the river.

Parish map. Cllr Fisher informed an Ordnance Survey map of the parish was now displayed in the Committee Room of the Village Hall.

Gypsies and Travellers. A Member inquired as to the process used by Cheshire West and Chester Council to deal with unauthorised encampments over Bank Holiday periods. Cllr Bailey indicated the Council had more robust procedures in place but remained dependent on the courts.

33 Information correspondence.

ChALC/NALC: NALC events 2010.

Cheshire West and Chester Council: Gypsy and Traveller overview sessions 18 May and 13 July, Partnership Bulletin no 15, Cheshire Advice Partnership newsletter Spring 2010.

Cheshire Community Action: Participatory budgeting briefing notes, Aggression/Assertiveness training 5 May 2010.

Policing: Western Rural updates, Guilden Sutton/Mickle Trafford newsletter.

Living Streets: West Cheshire pedestrian survey.

Matters considered in the absence of the press and public.

To exclude the public and press for the remaining part of the meeting pursuant to Section 100 (A) 4 of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information as defined in the provisions of Part 1 of Schedule 12A to the Local Government Act 1972 and the public interest would not be served in publishing the information.

Nil.