

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 16 July 2012 in Guiden Sutton Village Hall.

Chairman: Cllr D Hughes.

Present: Cllrs A Davis, D M Fisher, D Hughes, J Hughes, W Moulton, P M Paterson.

In attendance: PCSO L Beddows.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllr I Brown and Cllr M S J Roberts.

Apologies were received and noted from Cllr Margaret Parker and PC R Boulton.

(ii) 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 agenda item 25 Community events: Fete by virtue of being Treasurer of the Fete Committee.

Cllr D M Fisher declared a personal interest in planning application 12/02840/FUL, erection of outdoor classroom and stage area and addition of activity and exercise apparatus, Guiden Sutton CE Primary School, Arrowcroft Road by virtue of being an adjoining landowner.

Cllr D Hughes declared a personal and prejudicial interest in planning application 12/02840/FUL, erection of outdoor classroom and stage area and addition of activity and exercise apparatus, Guiden Sutton CE Primary School, Arrowcroft Road by virtue of being a governor of the school.

Cllr D Hughes declared a personal interest in agenda item 25 Community events: Fete by virtue of being a member of the Fete Committee.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 11 June 2012. The minutes of the ordinary meeting of the Council held on Monday 11 June 2012 were proposed by Cllr Moulton, seconded by Cllr Paterson and agreed as a correct record.

The Chairman kindly thanked the Clerk for the comprehensive paperwork provided for the current meeting.

(iv) Code of Conduct. The Clerk invited the Council to note the current draft code, which had been circulated, which was recommended by Cheshire West and Chester Council and the Cheshire Association of Local Councils. The Clerk had requested advice as to the timetable for the adoption of the code by this Council, amended or otherwise and for the completion of the new registers. **Action: Noted.**

(v) Dates of future meetings: Mondays 3 September, 1 October, 5 November and 3 December 2012. Dates for 2013 would be sought by Cllr Paterson. **Action: Cllr Paterson.**

(vi) Late information report 16 July 2012. The late information report for the current meeting was received and noted.

(vii) Boundary Commission for England 2013 review of parliamentary constituencies. There was nothing further to report at this stage.

12/13 50

(viii) Early Day motion on planning appeals and The Planning Applications (Appeals by Town and Parish Councils) Bill. The Clerk invited the Council to note the detailed reply by the MP for the City of Chester to the Council's position which had been circulated. **Action: Noted.**

(ix) Review of handling of information correspondence. The continued increase in the volume of information correspondence being received would be reviewed by the Council in due course.

(x) Reimbursement of Members' expenses. There was nothing further to report at this stage.

(xi) Public speaking time. The Council revisited the note circulated by the Clerk which sought to draw the distinction between speaking by members of the public, where best practice indicated there should be no dialogue with the matter being considered as an agenda item if appropriate and engagement with, for example, members of the principal authority, officers and parish wardens where dialogue would normally be expected to inform the Council's business. The Chairman was concerned the Council should be seen to be treating everyone equally while Cllr Paterson believed that allowing no dialogue could be seen to be creating a barrier between the Council and the public. The Clerk reminded Members of the variety of opportunities for members of the public to speak with Members. After discussion it was agreed that public speaking time should be split with separate agenda items for members of the public and visiting members of the principal authority, officers and parish wardens but that in each case the speaker should be invited to move forward and speak from a designated seat, rather than from the public gallery, as was the practice adopted by the principal authority.

2 Community engagement.

(i) Public speaking time.

(a) Members of the public. There was no public speaking.

(b) Visiting members, officers and wardens.

PCSO Liam Beddows. PCSO Beddows reported the parish was relatively quiet and reported on those issues which had arisen including his attendance at the Guilden Sutton Fete. He would look into a parking problem on Cinder Lane raised by a Member. The Chairman reported continuing difficulties with school parking which he believed placed numerous parents and children in danger. The PCSO said he would visit and also referred to the availability of mobile CCTV. A Member suggested advisory notes should be placed on windscreens. PCSO Beddows responded further to Members' questions and was thanked by the Chairman for his attendance at the meeting and at the fete.

Cllr Stuart Parker. Cllr Parker referred to an initiative by the principal authority to provide a greater community focus which would provide parish councils with more control over local issues. The changing agenda would have more of an impact on local communities. There would be consultation on the new waste collection system. Cllr Fisher referred to concerns relating to aspects of the Cheshire Villages ward drop in on the provision of affordable housing held at Chester Rugby Club on Saturday 30 June 2012 and the identification of sites. The Vice Chairman commented further on the new waste collection system. Cllr Parker responded further to Members' questions and was thanked by the Chairman for his attendance.

(ii) Report of surgery held on Saturday 7 July 2012. The Chairman apologised to Cllr Davis for being unable to attend. Cllr Davis had attended with the Clerk. No issues had arisen. It was agreed that Cllrs Moulton and D Hughes would preside at the surgery to take place on Saturday 1 September 2012.

(iii) Notice boards. Further to Cllr Moulton suggesting the Summerfield Road notice board might benefit from a Spring clean and to an estimate being obtained by the Clerk in the sum of £100 plus VAT, this was being progressed by the contractor following the successful bid to the Ward Members' budgets. **Action: The Clerk.**

(iv) Parish Council drop ins.

(a) Faster broadband. Further to the well attended drop in held on Tuesday 7 February 2012 the issue would continue to be publicised.

(b) Participatory budgeting. Further to the disappointing drop in held on Tuesday 28 February 2012 at which there had been no attendance, further opportunities would be sought to raise the profile of the issue.

(c) Affordable housing. The drop in held on Tuesday 26 June 2012 in Guilden Sutton Village Hall had been well attended with helpful contributions from officers from Cheshire West and Chester Council and from the Muir Group Housing Association. A newsletter had been distributed on Thursday 21 June 2012. Members of the Council and the Clerk had attended the Cheshire West and Chester Council drop in held at Chester Rugby Club on Saturday 30 June, 2012. Views had been sought on eight possible sites within Guilden Sutton parish. The questionnaire had been circulated by the Clerk for the information of those Members unable to attend.

3 Planning.

(i) Current/New applications.

12/00936/FUL, convert outbuilding to provide ancillary accommodation, Wicker House, Wicker Lane, CH3 7EL. The decision notice was awaited.

12/01713/FUL: Detached dwelling, land at The Cottage Church Lane. The LPA had been informed that should permission be recommended, environmental health officers should be requested to consider the effect of chimney emissions from the new dwelling on ground floor windows of properties in Fox Cover. The Clerk understood the applicant had been invited to respond to comments made by landscape officers. He had been advised this was standard practice.

12/02608/TPO, Oak at front of property, reduce and reshape by approx 30% all round, paying particular attention to shortening the limb on the property side, remove major deadwood, cut ivy at base to control the overall size of the tree and tidy the canopy. 22 Oaklands CH3 7HE. (For Members' information only.) **Action: Noted.**

The Vice Chairman in the chair.

12/02840/FUL, erection of outdoor classroom and stage area and addition of activity and exercise apparatus, Guilden Sutton CE Primary School Arrowcroft Road. Cllr J Hughes reported a drop in had taken place at the fete on 14 July 2012. She had also visited the school. The closing date for comments was now 30 July 2012. The Clerk understood some concerns had been raised as to the potential for anti social behaviour out of school hours.

The Chairman in the chair.

(ii) Decision notices.

12/01218/FUL: First floor side extension, porch to front and single storey rear extension, 4 The Vetches. Planning permission.

(iii) Development control process.

(a) e notifications. The Clerk was continuing to monitor the position. **Action: The Clerk.**

(iv) Community planning.

(a) Parish Plan.

(i) Progress report. The Clerk confirmed the Parish Plan Group had been informed by the Clerk of the Council's adoption of the Parish Plan having had sight of the detailed action list. The detailed action list has been appended to the minutes for future consideration. The Clerk has an electronic copy should Members wish for that version.

(ii) Mapping. Further to the Clerk advising he had been informed by Mr Bayton that the map it was intended to use contained an imprint which would run across the main built up area of the village, the Clerk informed that advice had been sought from the supplier which had resolved the issue.

12/13 52

(b) Christleton Community Plan. There was nothing further to report at this stage.

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

(d) Neighbourhood Plan: Co-operation with Mickle Trafford and District Parish Council. There was nothing further to report at this stage.

Cheshire Association of Local Councils, neighbourhood plans workshop. The Clerk confirmed the County Office had been advised of the Council's interest.

(e) Affordable housing. The Chairman informed he was seeking a further meeting with Lesley Bassett, Housing Strategy & Enabling Officer, during the recess to review progress and clarify issues. **Action: Noted.** The Council considered the questionnaire which had been available at the drop in held on 30 June 2012 which had invited comments on eight possible sites within the parish. It was resolved that Members did not wish to respond formally.

The Clerk reported the Housing Strategy & Enabling Officer had prepared a letter to residents inquiring as to the position, which he had circulated. It was noted this stated (in part):

We are working with all of the Parish Councils across the Ward of Chester Villages to identify if there is any need for affordable homes for local people (i.e. people that live-in, work-in or have a family connection in the Parish).

Both the parishes of Guilden Sutton and Mickle Trafford have recently joined the other 4 parishes (Christleton, Littleton, Rowton and Waverton) at a point where they are asking the community to provide views on the sites that we (CW&C) are aware of, primarily through the Strategic Housing Land Availability Assessment (see explanation below), which would be the preferred sites for possible development (the event on Saturday 30th June).

Paul Andrew (from Muir Housing Group) and I attended Guilden Sutton Parish Council on 26th June where we explained to those who attended, the purpose of affordable housing and that work will be undertaken to establish if there is a need for affordable housing in the Parish. If a need is identified we need to understand the type of need, for example houses for first time buyers, affordable rent (80% of market rent) or for older persons. Paul and I intend to work with Guilden Sutton and Mickle Trafford Parish Councils to identify need through a questionnaire and analyse the results.

Not until a need is established would further consideration be given to sites. It is hoped that the preference form which we have asked people to complete will be used to inform which sites are preferred locally (I attach a form for your information). Please note that none of the sites identified on the map (available on 30th June) have been assessed and are not necessarily planning policy compliant or there may be other issues which would exclude individual sites.

We will be working closely with the Parish Council and be undertaking further consultation and discussions with the wider community in the coming months and hope to meet with you at these events, but please be assured that there are no plans to develop on any site in Guilden Sutton at this stage. I can keep you informed through email of any future meetings/events if that would be of assistance?

Strategic Housing Land Availability Assessment

- Each local authority is required to produce a SHLAA (Strategic Housing Land Availability Assessment). The purpose of a SHLAA is to help demonstrate a sufficient supply of potential sites suitable for residential development, to meet local housing requirements.*
- Sites are identified in various ways. Some sites, for example, may have planning permission but have not yet been developed; some sites may be derelict or vacant brownfield land; other sites may be in another use but suitable for redevelopment. Many sites are suggested to the authority by landowners or developers.*
- Many sites put forward in the SHLAA are discounted, as they may be in a flood zone, in too remote a location, be too small or not suitable for general housing as they lie within the Green Belt.*

· Very importantly, a site identified in the SHLAA does NOT mean that the site is necessarily suitable for development, or would be granted planning permission.

The SHLAA does not assess the sites in terms of planning policy. All planning applications are assessed against the development plan and material considerations.

I hope this is of assistance.

(f) Housing reform. There was nothing further to report at this stage.

(v) Strategic Planning.

(a) Gypsy and Traveller issues. There was nothing further to report at this stage which would directly affect Guilden Sutton.

(b) Local Development Framework core strategy: Chester Green Belt study. The Clerk advised he had been informed by Cllr G Proctor (Great Boughton Parish Council) that he had spoken at the Local Development Framework Panel on Monday, 25 June, 2012. Cllr Proctor reported as follows:

I attended this meeting to listen to the proceedings and was fortunate enough to be allowed to say a few words following on from Ann Jones of CPRE, CWaC Borough Councillor Brian Crowe of Mollington and Roger Parkin from Mickle Trafford PC.

I made the following statement:-

“Christleton and Guilden Sutton Parish Councils have made excellent and reasoned responses in opposition to erosion of the Green Belt.

Great Boughton Parish Council would, I believe, like to associate themselves with these responses prior to sending a formal response after the outcome of this meeting's consideration of the feedback so far.”

I expressed regret that the latest drop in session had not corrected errors pointed out by contributors to the previous public drop in session.

It had been mentioned following Ann Jones' questions that CWaC councillors had commented at drop in sessions and that their representations were within the collated responses presented in the panel meeting papers. I asked if these contributions could be separated out and if they could be made public.

This was agreed by the panel.

Ann Jones and I both asked that a full copy of the next stages of the process together with the decision making timetable including dates and exactly who would be making which decisions, where and when, should be made public.

The panel agreed.

CWaC Councillors will be invited to an information and workshop session on the Green Belt issues in Chester on the 17th July 2012 prior to the meeting on the 23rd July 2012 in Ellesmere Port which will consider an options paper.

The Clerk had ascertained the minutes had confirmed no decision had yet been made by the Council on whether or not to formally promote a change to the Chester Green Belt.

He invited Members to consider the comments of the CPRE to the panel which he had circulated. **Action: Noted.**

(c) Development control: National planning policy framework. There was nothing further to report at this stage.

(d) Cheshire West and Chester Council Strategic Housing Land Availability Assessment. There was nothing further to report at this stage.

(e) Chester One City Plan. There was nothing further to report at this stage.

12/13 54

(f) Draft Ellesmere Port and Chester Green Infrastructure Links Action Plan Consultation. The Clerk invited Members to note this consultation, which had been circulated to all Members and the Public Rights of Way Warden. It was noted the response date was **Friday 17 August 2012.**

4 Quality Council issues.

(i) Training: (a) Power to Promote Well Being. There was nothing further to report at this stage as to the Clerk informing this had been replaced by a General Power of Competence which would require the Council and the Clerk to meet similar tests and the Clerk to pass an additional stand alone module to the Certificate. (b) General. Members would advise the Clerk should they wish to attend any of the training dates previously circulated. The Vice Chairman indicated he wished to attend the Councillor 4 training taking place on 25 July 2012 at the Northwich Town Council offices. The session would provide an opportunity for councillors to consider their role as community representatives and leaders and to examine effective partnership working. The cost to member councils would be £30pp. This was agreed.

Cllr Moulton confirmed he was to attend the Chairmanship 2 training course taking place on 19 July 2012 at Cotebrook Village Hall. The course would cover the following:

Ground Rules for Effective Meetings
Handling Conflict in Meetings
Dealing with the Public, Visiting Speakers & the Media
Hints on dealing with the Press, TV and Radio
Defamation and Privilege
Dealing with Harassment and Bullying
Ethics, Bullying and other Code of Conduct Issues

(ii) Quality Councils Forum. It was noted the meeting would take place on Wednesday 22 August, 2012 and would deal with planning. (iii) Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group. (b) Certificate. The Clerk would obtain copies to enable the original to be displayed in the Village Hall.

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. Further to measures to control ivy to the rear boundary being discussed with the grounds maintenance contractor, there was nothing further to report at this stage. The emptying of the litter bin by Cheshire West and Chester Council was being kept under review.

(ii) Improvement scheme. Further to the Clerk confirming the grounds maintenance contractor was aware the Council was awaiting his estimate for work to improve the existing boundary arrangement, there was nothing further to report at this stage.

(iii) Rear boundary wall. There was nothing further to report at this stage.

6 Leisure Services

(i) Children's Playing Field.

(a) Grounds maintenance issues including litter bin emptying. The need for the field side goal mouth to receive attention at some stage was being brought to the attention of the grounds maintenance contractor. **Action: The Clerk.**

(b) Mole infestation. There was nothing further to report at this stage.

(c) Nets. Further to the request made by Mr D Palmer, the Clerk informed the Chairman and Vice Chairman had approved the purchase of replacement football nets at a total cost of £70.00 (nets £60, clips £5, pegs £5.) The supplier had confirmed the order. It was proposed that in the first instance Mr Palmer should be invited to organise the fitting of the nets. (b) Mole infestation. There was nothing further to report at this stage. 12/13 55

(d) Basket ball equipment. Further to the Clerk informing repairs had been carried out by Messrs Deva Forge, an invoice was awaited.

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. Further to Cllr D Hughes referring to a possible future upgrade of the system, the Clerk would investigate the possibility of grants. A simple protocol covering the inspection of images captured by the system would be progressed in due course by the Clerk. **Action: The Clerk.**

(b) Inspections. (i) Rota. Cllr Paterson suggested the Council should consider the alternative options of discontinuing the informal weekly inspections and notifying the insurer or seeking estimates for a suitable service, the Clerk informed he was approaching two possible inspectors and would report further when prices had been obtained. **Action: The Clerk.** Cllr Fisher referred to the need for inspections of the playing field. **Action: Noted.** (ii) Repair. Further to Cllr D Hughes reporting the need for repairs to a small area of the safety surfacing which had been damaged and to a pad becoming loose, the estimate received from Mr P Davies had been accepted. (iii) Equipment. Following the suggestion by Cllr Brown that the equipment might be repainted, no further action would be taken pending the outcome of the Clerk's inquiries as to a possible replacement playground. **Action: The Clerk.** (iv) Cleansing. Further to the Clerk informing that Messrs S&H Services had retired, an alternative contractor was being approached. **Action: The Clerk.**

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

(d) Grounds maintenance issues. Cllr D Fisher referred to the height of the boundary hedging which he believed should be reduced to enable parents sitting in the play area to be able to see children leaving the school. This was agreed. The Chairman kindly agreed to raise the issue. **Action: Cllr D Hughes.**

(e) Replacement of safety surfacing. This would be pursued in the event of insufficient funding being obtained to enable a replacement playground.

(f) Possible replacement playground. Further to the Clerk informing he had sought a third quotation to meet the requirements of the grant awarding bodies, he advised the revised 'price match' estimate was now expected from the third potential supplier. This would enable all three estimates to be considered by the Council. It was agreed the preliminary panel would comprise councillors D Hughes, Fisher and Paterson with the Clerk.

(iii) Public Footpaths.

(a) Footpath 7. There was nothing further to report at this stage as to the concerns raised by Cllr Paterson that branches from adjoining trees were overhanging the route and the view of the Public Rights of Way Warden that these trees were dying back and declining rapidly. Cllr Paterson commented further on the condition of the route. This would be referred to the Public Rights of Way Warden. **Action: The Clerk.**

(b) Footpath 2: (i) Clearance and sweeping. Overgrowth on this and other paths had been referred to Streetscene. Members would advise the Clerk of any other areas of concern of which they became aware. **Action: All Members.** (ii) Steps. There was nothing further to report at this stage.

(c) Footpath 1. A response remained outstanding from the Public Rights of Way Unit as to the comments of the Public Rights of Way Warden relating to the condition of part of this route in the vicinity of Belle Vue Cottage and that of the adjoining stile. The warden had also referred to overgrowing trees. The Clerk would seek to progress the issue. **Action: The Clerk.**

(d) Rights of Way Group. (i) Bank account. Further to Cllr D Hughes reporting £1,300 remained in the account and the decision that the funds should be returned to the Council as a ring fenced reserve to be applied to public rights of way related activities, there was nothing further to report at this stage.

(e) Mid Cheshire Footpath Society. (i) Adopt a Path initiative. The Public Rights of Way Warden had informed the Clerk he had joined the society and was to take an interest in the Longster Trail.

(f) Greenway. (i) Cyclists/Pedestrians. There was nothing further to report at this stage as to additional signage to inform both cyclists and pedestrians emerging from the Garners Lane access and traffic on Guilden Sutton Lane. (ii) Surface, Garners Lane. Further to the comments made by the Public Rights of Way Warden as to the unsatisfactory condition of areas of the existing surfacing of Garners Lane, a response remained outstanding from the Public Rights of Way Unit to which the issue had been referred. (iii) Garners Lane, ownership. Further to the Clerk informing he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane, the Council remained disappointed that a response was still awaited to this and the inquiries referred to above. The Clerk would seek to progress the issues. **Action: The Clerk.** (iv) Use by horse riders. There was nothing further to report at this stage. (v) Friends of the Millennium Greenway. There was nothing further to report at this stage.

(g) Rights of Way Improvement Plan 2011-2016. There was nothing further to report at this stage.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2012/13. There was nothing further to report at this stage.

(v) Public Seats. There was nothing further to report at this stage.

(vi) Fox Cover. (i) Landscaping. The need for growth to be cut back had been referred to Streetscene.

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

(viii) Wild flower meadow. The Clerk had informed Mr Evans of the proposal that the embankments of the Guilden Sutton Lane diversion might be a more appropriate location. Mr Evans had pointed to the need for regular litter picking should that be the case. He had also pressed the point that such meadows need not be as vigorous as had been rehearsed by Cllr Davis under an appropriate maintenance regime. **Action: Noted.**

7 Public transport.

(i) Services, general. C27. Revised timetable 19 May 2012. There was nothing further to report at this stage.

(ii) Moorcroft Crescent inbound bus stand. There was nothing further to report at this stage.

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

(iv) Service DB8. There was nothing further to report at this stage.

(v) Railway halt, Mickle Trafford, Mid Cheshire Railway Users Association. There was nothing further to report at this stage.

(vi) Shelter cleaning. Following the retirement of Messrs S&H Services and to the Clerk informing an estimate had been sought from an alternative contractor, there was nothing further to report at this stage.

8 Highways.

(i) Major schemes. There was nothing further to report at this stage.

(ii) Issues with highway authority, ownership by Traffic Group. The Clerk would produce an updated list to enable the intended review by the Traffic Group ahead of a meeting to be sought with the Area Highways Manager.

(iii) Current issues

(a) Speed issues.

(i) Speed indicator device. Cllr Moulton reported on the recent use of the device on 18-22 June and 9-13 July, 2012. It was noted future dates were Friday 7 to 14 September, Friday 5 to 12 October and Friday 2 to 9 November 2012. The Chairman referred to the speed of traffic on Station Lane and felt it had been expected the Police would support action on that road and on School Lane.

He would discuss this with PC Boulton. **Action: Cllr D Hughes.** It was noted that PC Boulton had attended recent sessions with the device and motorists had been stopped.

(ii) Community speed management. There was nothing further to report at this stage.

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking. (ii) Suggestion by former Cllr Kerfoot that a lining scheme or rumble strips on Porters Hill would improve safety. Both these issues remained with the Area Highways Manager.

(c) Speed review, Guilden Sutton Lane. There was nothing further to report at this stage as to the Clerk's understanding that following his renewed approach to the highway authority as to the status of the intended 30mph limit, the issue was under review.

(d) Speed review, Wicker Lane/Hare Lane. The issue remained with the Area Highways Manager. The more recent request made by Mrs Earlam for a reduced speed limit on Wicker Lane and the installation of a permanent speed indicator device also stood referred.

(e) Footway rear Cathcart Green/Summerfield Road. Further to the comments made at a surgery as to the need for repairs to this unadopted path, there was nothing further to report at this stage.

(f) Parking, Arrowcroft Road. Further to the issue raised at a surgery as to damage to verges, there was nothing further to report at this stage as to the trial proposed by the Section Engineer involving lifting and resetting a small area of grass geogrid which would be resoiled and seeded. Within this area a plastic verge marker would be placed to protect the area being re-established. This may not be successful but would hopefully give a direction as to resetting the remaining geogrid verges or making an application for funding in future years.

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

(h) Over riding, Summerfield Road. There was nothing further to report at this stage following the installation of 3 no cycle racks to deter vehicles over riding the footway to reach the Village Hall car park.

(i) Junction A41/Guilden Sutton Lane. There was nothing further to report at this stage.

(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.

Further to the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial, for which an estimate of £45 had been accepted, this work was included with the intended refurbishment of the signpost which had now been completed. The contractor had also completed a similar refurbishment to the Station Lane nameplate on the opposite wall of the memorial which compared badly when viewed from Wicker Lane.

(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 remained with the Area Highways Manager.

(m) Path, Cinder Lane to Church Lane. (i) Condition. Further to Cllr D Hughes referring to the condition of this path which it was understood had been placed in an eight week schedule by Streetscene, the position would continue to be monitored. (ii) Use by motor cycles. There was nothing further to report as to the complaint to the Public Rights of Way Warden with respect to the use of this path by motorcyclists which had been referred to Streetscene by the Area Highways Manager.

(n) Footway, Guilden Sutton lane, obstruction by nettles, brambles and an overgrown hedge respectively. Members would advise the Clerk if any of these concerns remained, including the location.

(o) Flooding, Church Lane. There was nothing further to report at this stage.

12/13 58

(p) Verges, Guilden Sutton Lane CDS. There was nothing further to report at this stage.

(q) Speed limit, Station Lane. There was nothing further to report at this stage as to the operation of the 30mph limit other than that minuted above.

(r) Flooding, Wicker Lane. There was nothing further to report at this stage.

(s) Planters. The installation of the planters was awaited. The Clerk reported he had been informed they had been located in storage. Adopters would be sought for those on Station Lane and Wicker Lane, Cllr Moulton having intimated he would be happy to care for the planter at the reservoir.

(t) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps remained with the Area Highways Manager.

(u) Subsidence, reinstatement Guilden Sutton Lane. There was nothing further to report at this stage following the condition of the reinstatement of this heavily trafficked section of the road being inspected by the Clerk at a site meeting with the Area Highways Manager.

(v) Church Lane/Wicker Lane, growth at junction. There was nothing further to report this stage as to the request the area should be cut back as regularly as other verges in the village.

(w) School Lane. Further to the work in progress to reduce pressure on the boundary wall of a property adjoining the narrower length of footway on Porters Hill, there was nothing further to report at this stage.

(x) Traffic management. Further to Cllr Moulton informing of the opportunity to inform the Police of locations at which a survey of the volume, type and speed of traffic would be of benefit, there was nothing further to report at this stage as to the suggestion by Cllr J Hughes that such a survey should be carried out on Wicker Lane.

(y) Fingerpost signs. Further to the Clerk reporting the signwriter had been requested to proceed following the successful applications to the Ward Members' personal budgets, Cllr Davis reported the Tarvin Road arm of the School Lane fingerpost had been snapped off by a farm vehicle which had also demolished a telegraph pole. The Clerk advised his understanding repairs were to be carried out by the third party. The signwriter was aware. **Action:** **Noted.** A letter would be sent to Mrs S Davies, an adjoining occupier, who had kindly retrieved the damaged finger. **Action: The Clerk.**

(z) Patching, Oaklands. Further to Cllr Paterson expressing concern with respect to renewed subsidence outside 44 Oaklands, there was nothing further to report at this stage following the work being inspected by the Clerk at a site meeting with the Area Highways Manager.

(za) Hoole roundabout advertising. There was nothing further to report at this stage.

(zb) Footways, Oaklands. Further to Cllr Paterson informing as to the condition of the footway at 5-13 Oaklands, this had been brought to the attention of the Area Highways Manager. There was nothing further to report at this stage.

(zc) Village access for mobility scooters. There was nothing further to be reported at this stage.

(zd) Parking, Summerfield Road. The increase in the incidence of long term parking outside the shops continued to be monitored.

(ze) Traffic group. There was nothing further to report at this stage other than that minuted above.

(zf) 20 mph limit. The Clerk would progress engagement with the community as to their views on a 20mph limit being sought for the existing 30mph area within the parish. **Action: The Clerk.**

(zg) Damaged verge, Guilden Sutton Lane, adjacent to Messrs Gresty's field. There was nothing further to report at this stage as to reinstatement.

(zh) Ward members' meeting with Area Highways Manager, 14 December 2011.

12/13 59

Advice was awaited on the Guilden Sutton issues: junction Guilden Sutton Lane and the A41, speed limits on Guilden Sutton Lane and Wicker Lane, kerbing on Wicker Lane and possible options for a new vehicular entrance to a property on Wicker Lane.

(zi) Fence adjoining school access. Further to thhe Clerk informing a further section of fencing was now collapsing, albeit to a lesser extent. Cllr Davis was disappointed to report the repairs due on 15 June 2012 had not taken place.

(zj) Church Lane. Further to Cllr Paterson informing of a defect in Church Lane advised by Mr B J Bailey, the Section Engineer had advised there was evidence of minor cracking along the seam of a trench reinstatement with a small length of worn surface on the seam at the centre line of Church Lane as it approached Wicker Lane. The section of worn surface had been patched. Some minor cracking had been noted around the manhole cover at the junction, but was seen as surface fatigue cracks. At the time of the inspection it was considered there was no reason why the extent of cracking evident should result in a collapse of the highway. However, the area would be monitored during the course of routine visits to the area.

(zk) Damaged verge, Guilden Sutton Lane. Further to a question being raised as to whether the intended reinstatement had been carried out, the issue would be referred to the Section Engineer. Following concern about the condition of the boundary of the adjoining land, this would be brought to the attention of the landowner. **Action: The Clerk.**

(zl) Speed markings, Wilding Business Estate. Further to Cllr Moulton informing that traffic markings kindly provided by Mr Anthony Wilding some years ago were now faded and to his belief they should be reinstated and strengthened with an unofficial stop sign, this was being raised with the estate. **Action: The Clerk.**

(iv) Lighting. (a) Faults. There were no faults to report. (b) Lighting, Heath Bank. Further to Cllr Roberts informing of the concern of an occupier as to a lack of lighting towards the end of the cul de sac, this had been brought to the attention of the highway authority by the Clerk. A response remained outstanding.

9 Finance.

(i) Income.

Co-operative Bank Interest	£ n/a
-------------------------------	-------

(ii) Payments:

The Soccer Store replacement nets and fixtures	£ 70.00
---	---------

Devaprint newsletter 150	£ 40.00
-----------------------------	---------

NWN Media 036446 distribution	£ 23.34 (inc £3.89 VAT)
-------------------------------------	-------------------------

Gresty 1247	£ 215.00
----------------	----------

Clerk

Salary April-June 2012	£ 1,040.24 (net)
---------------------------	------------------

HMRC BR tax	£ 260.06
----------------	----------

12/13 60

Clerk

Postage	£ 2.80
Telephone	£ 10.00
Stationery	£ 0.85
Photocopies	
541 @ 5p	£27.05
Mileage	
41 @ 45p	<u>£18.45</u>
	£59.15

Proposed by Cllr J Hughes
Seconded by Cllr Paterson
and agreed.

(iii) Balances

Co-operative Bank

29 June 2012 £27,329.37

Scottish Widows no 1
1 April 2012 £20,004.59

Scottish Widows no 2
1 April 2012 £ 3,377.64

(iv) Report on contingency payments.

Budget: £ 944.00
Payments: £ 0.00

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

(vi) Audit Group. The Audit Group would review Q1 of 2012/13 in due course.

(vii) Review of procedures for risk assessment. There was nothing further to report at this stage. Initial consideration of any issues arising would be referred on an ongoing basis to the Audit Group.

(viii) Participatory budgeting. There was nothing further to add to that minuted above.

(ix) Clerk's gratuity. There was nothing further to report at this stage.

(x) External audit. The audited annual return was awaited. Further to the Clerk informing the Audit Commission proposed to appoint BDO LLP as the Council's auditors for five years from 2012/13 and asking any Member who was aware of any reason why this firm should not be appointed to advise him as soon as possible, the Clerk informed he had received no advices.

(xi) Localisation of Council Tax, effect on Parishes. The Clerk invited the Council to note (in brief) advice from the National Association of Local Councils that the Government wished to move the provision of council tax benefit from the Department for Work and Pensions to billing authorities (Cheshire West and Chester Council). This would reduce the tax base and increase council tax. There seemed to be a question as to whether parishes would receive compensating grants as of right rather than as a goodwill gesture by agreement with the borough council.

10 Environment Services.

(i) Recycling issues. (a) Existing Chester waste collection and recycling contract and replacement Cheshire West and Chester Council contract. It was noted there would be a roadshow in the Village Hall on Saturday 11 August 2012 from 10am to 1pm.

(ii) Amenity cleansing. (a) Areas of concern. Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** The condition of the steps from Fox Cover to Church Lane, raised by Cllr D Hughes, was being monitored together with that of the steps opposite from Cinder Lane to Church Lane. (b) Litter bin, Fox Cover steps. The renewed request for a litter bin at this location had been progressed by the Clerk. **Action: The Clerk.** Further to a Member referring to the need for a bin in the vicinity of the junction of Guilden Sutton Lane and Hare Lane, this had been raised with Streetscene. **Action: The Clerk.** (c) Regular inspections. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

(iii) Dog fouling: (a) Requests for additional bins. There was nothing further to report at this stage. (b) Dog control. There was nothing further to report at this stage following Members referring to increased fouling in the vicinity of the shops and on footpath 2 towards Belle Vue Lane.

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

(v) Noise issues. There was nothing further to report at this stage.

(vi) Equine fouling. A Member reported equine fouling had taken place on a footway within the parish. It was agreed a letter should be sent to liveries within the parish. **Action: The Clerk.**

11 Trees and Hedges.

(i) Hedges, Guilden Sutton Lane. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges would be referred to the highway authority. Further to Members revisiting the action they wished to take, the Clerk was progressing a standard proforma to advise individual occupiers as appropriate. This would be issued by the Clerk to avoid duplication. As a last resort, the highway authority would be requested to take action. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

(ii) Canopy, Porters Hill. There was nothing further to report at this stage. The issue remained with the Area Highways Engineer who was understood to be reviewing the matter.

(iii) Footway, Porters Hill. There was nothing further to report at this stage.

(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, a response remained outstanding from the Public Rights of Way Unit given their proximity to public footpath no 2.

(v) Hedge, opposite play area. There was nothing further to report at this stage as to the assurance the hedge would in future be cut by the Borough Council.

(vi) 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. There was nothing further to report at this stage as to the major fork which was a potential issue and had been due to be reinspected.

(viii) Trees, Oaklands. Further to the removal by the borough council of 2 no trees thought to have died back as a result of damage, further inquiries were being made by the Clerk as to the concern a further tree nearby was now suffering a fungal disease which may have spread from those which had been removed. Cllr Paterson believed disease to be the cause.

Cllr Davis felt that severe damage to a number of trees was due to beetle damage elsewhere. **Action: The Clerk.**

(ix) Hedge off Hill Top Road. There was nothing further to report at this stage following the hedge having been reduced as a result of the site meeting held with Streetscene on 3 August 2011.

(x) Trees adjoining footpath 2. There was nothing further to report at this stage with respect to the trees and overhanging branches previously reported by Cllr Paterson and to the overhanging branches referred to by Cllr D Hughes. It was noted that overgrowth generally was being reported to Streetscene.

(xi) Trees adjacent to Summerfield House. There was nothing further to report at this stage, Streetscene having advised the proposed work to the trees adjacent to Summerfield House had been deferred due to lack of funds. At the suggestion of Cllr Paterson, further inquiries were being made. **Action: The Clerk.**

(xii) Pruning of verge trees. Further to a Member expressing concern at the pruning of trees in a highway verge and to the issue being raised at a site meeting with the Area Highways Manager, there was nothing further to report at this stage.

(xiii) Satellite reception, trees, the dell. There was nothing further to report at this stage.

(xiv) Overgrown tree, Oaklands/Porters Hill area. Cllr D Hughes was to visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

(xv) Cheshire Landscape Trust. The Clerk invited Members to note that Cheshire East had withdrawn all funding and Cheshire West and Chester had imposed a significant reduction

(xvi) Highway tree adjoining 45 Oaklands, basal growth. There was nothing further to report at this stage.

(xvii) Overgrowth, Summerfield Road car park. There was nothing further to report at this stage. It was noted the Section Engineer had indicated that further action may be required at some point in the future.

(xviii) Shrubs, Wicker Lane. Further to Cllr D Hughes referred to shrubs overhanging the footway in the vicinity of The Vicarage and to Cllr Davis referring to the effect on HGVs of an overgrown hedge through their being thrown into the centre of the carriageway, Cllr D Hughes was to visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

(xix) Oaks, School Lane/Oaklands junction. There was nothing further to report at this stage.

(xx) Overgrowth, Bird in Hand. The Clerk invited Members to note the following response received from Enterprise Inns.

Please be advised that we have instructed our partnering contractor to attend and provide a quotation for carrying out works to tidy up the vegetation. We will keep you updated with our proposed action in due course. Once again thanks for drawing the matter to our attention.

(xxi) Hedges, Cinder Lane. The condition of these hedges had been raised by Mr B J Bailey. The Clerk informed that overgrowth generally, including these which obstructed the Longster Trail, were being reported to Streetscene.

(xxii) Footway obstruction. Cllr D Hughes expressed concern at the number of footways obstructed by overgrowth from adjoining fields. **Action: Noted.**

12 Cheshire Association of Local Councils.

(a) Annual meeting. The Clerk invited Members to note the annual meeting 2012 would take place at the Cheshire Fire and Rescue Headquarters in Winsford on Thursday 25 October, 2012 from 7pm to 9pm. Refreshments would be available from 6pm. A response was required **by Friday 21 September, 2012.** Motions should be raised by **7 September 2012.**

(b) Chester Area Meeting. The Clerk informed, as Honorary Secretary, that it was hoped the annual meeting would take place in September.

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. Further to the issue being raised by the Vice Chairman, Cllr S Parker had informed that Cheshire West and Chester Council was in the process of reassessing and evaluating Area Partnership Boards and Community Forums in the light of the emerging Localism and All Together Better programmes with the Five Themes of Starting Well, Living Well, Working Well, Ageing Well and Better Integrated Services. Community Forums would certainly feature again very soon. (b) Inaudibility of proceedings. There was nothing further to report at this stage.

(ii) Contact card. Further to the suggestion that Cheshire West and Chester Council might produce a card showing the telephone numbers which people should contact with frequently raised issues, there was nothing further to report at this stage, the matter having been raised with the parish liaison officer.

(iii) Members' budget projects. There was nothing further to report at this stage.

(iv) Community governance review. The Clerk invited Members to note that at the meeting of the Community Governance Review Committee held on Wednesday 11 July 2012 in HQ, at which the Clerk spoke, the suggested boundary changes on Guilden Sutton Lane and Hare Lane due to the construction of the A55 were agreed for further consultation. It was also proposed to transfer Park Farm and two other dwellings from Mickle Trafford and District to Guilden Sutton. The Clerk had indicated this would be acceptable provided the occupiers were in agreement.

Arising from concerns as to part of the boundary of Mickle Trafford and District, the Clerk advised the minute of the meeting may include a question in the next stage of consultation as to whether the boundary in Hare Lane should be aligned to the A41.

(v) School planning and policy: standardised school year consultation. There was nothing further to report at this stage.

14 Cheshire Community Action. There were no action items to report.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Question Time. There was nothing further to report at this stage.

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

(iii) Parking, Arrowcroft Road. Concerns as to continuing inconsiderate parking were minuted above.

(iv) Parking, Cinder Close. There was nothing further to report to that minuted above.

(v) PCSOs. It was noted Members had been invited by the Cheshire Police to take part in a short on-line survey with respect to Police Community Support Officers (PCSOs) in the area. Replies had been due by 10 July 2012. The Police wished to understand Members' views and perceptions as to how PCSOs add value to the community and in what ways they could make a difference within the neighbourhood, whether that be by providing a high police visibility; engaging with the public or tackling anti-social behaviour.

18 Newsletter. The reporting forms on the Cheshire West and Chester Council website would be publicised in a future edition.

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

20 Bulb planting. Members discussed future planting. The Chairman wished to invite the school to undertake further planting following their planting of surplus bulbs provided by the Council in 2011. Cllr Fisher did not believe bulbs funded by the Council should be planted other than in public places. He believed the starting point should be possible locations rather than the quantity to be ordered. Cllr Fisher was supported by the Vice Chairman who proposed no planting should take place in 2012 and there should be a review for 2013. The Clerk suggested 1 no sack might be purchased for use by the school pending the outcome of the review. This was noted. Following further discussion it was agreed by a majority of Members that no planting should take place in 2012 with a review for 2013, the Chairman expressing his disappointment.

21 Parish IT. The need for photographs of Members to complete the web page remained outstanding.

22 Primary School. Councillor D Hughes reported.

23 Land ownerships. (i) General. 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.

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

25 Community events.

(i) Fête. The Clerk reported the receipt of a completed application form from the fete committee requesting a grant of £250 towards the 2012 fete. Financial information was provided in support. It was proposed and seconded and agreed that the application should be approved.

(ii) Holiday Club. The Clerk reported he was aware a request for a grant of £200 towards the 2012 Holiday Club would be received in due course. It was proposed and seconded that a grant of £200 should be agreed on a provisional basis to be considered at the September meeting subject to a completed form being received including financial details.

26 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.**

27 Enhanced broadband. Further to the Clerk informing a Connecting Cheshire Digital Champions event would take place on Friday 22 June 2012 from 1pm- 3pm in Northwich Memorial Hall, there was nothing further to report at this stage.

28 Village Hall Management Committee. Further to Cllr J Hughes informing the committee would now take on more of the day to day routine of maintaining the hall and suggesting the Council, as a user, might consider work it would be prepared to take on, Cllr Davis would now report further to a future meeting.

29 MC2, Guilden Sutton Methodist Church. Cllr Paterson reported further.

30 Summerfield House. Further to Cllr Roberts informing the new manager of Summerfield House was keen for residents to be more involved in local events, there was nothing further to report at this stage.

31 Electricity sub stations: Oaklands estate. Further to Cllr Brown referring to the condition of some electricity sub stations on the estate and to the matter being brought to the attention of Scottish Power, a response remained outstanding. **Action: The Clerk.**

32 Members Information Items.

Village broadband. Cllr Paterson referred to ongoing faults which had been affecting some properties on Oaklands for a considerable period.

Dog fouling. Cllr Paterson referred to dog fouling bags being deposited on the verge of footpath 2 towards Belle Vue Lane. This would be reported. **Action: The Clerk.**

40mph speed limits. Cllr J Hughes referred to a national proposal for reducing the speed limits on all rural/minor roads and was anxious to raise awareness of this to help the Council in its quest for reduced speed limits on roads approaching the village.

Fete. The Chairman commended a display of local history mounted at the fete.

Local Council Review. The Chairman drew attention to matters of interest in the most recent Local Council Review.

33 Information correspondence.

Planning: Journal of Local Planning, The Localism Act and the NPPF.

QPC: Draft notes, attachment and addendum from Quality Council Forum

Finance: Co-operative Bank special rates for parish and town councils.

Trees and Hedges: Cheshire Landscape Trust, raffle.

ChALC: Code of conduct briefing note; June Newsletter; The Local Government Finance Bill - Draft Localisation of Council Tax Support Provisions.

CWaC:

Members briefing notes 363 private sector housing; 364 customer satisfaction surveys; 365 national framework for financing energy efficiency and carbon reduction; 366 code of conduct; 367 carer's strategy consultation. Altogether Better weekly updates; Christmas lights for Parish and Town Councils; Connecting Cheshire update; Covanta Energy update; June bulletin for local councils; new waste and recycling service; volunteer fair Friday 28 June 2012

CPRE: Chester Green Belt review.

Policing: Western Rural newsletter 18, 25 June, 2, 9 July 2012.

Western Watch: cold calling; scams; rural inspector's updates; distraction burglaries.

Faster broadband: Connecting Cheshire digital champion's event, Friday 22 June 2012.

General.

Age UK Cheshire: Get Active latest activities.

Clerks and Councils Direct July 2012.

Govknow: Children and young people's conference 2012, policing, law and justice conference, growing local economies local government regeneration conference; Conference Programme Autumn 2012 - Spring 2013.

Reaseheath College: Facebook and book keeping course; new courses for July 2012.

Rural Services Network: 2012 rural insight survey; membership; Rural Opportunities Bulletin; Weekly news digest 18, 25 June, 2, 9 July 2012.

Stephen Mosley MP newsletter.

towns.org.uk: Town Centre solutions event, Frodsham 24 July, 2012.

University of Chester development framework 2016.

Matters considered in the absence of the press and public.

The exclusion of 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 was moved by the Chairman, seconded by the Vice Chairman and agreed.

12/13 66

34 Possible enforcement issues.

- (i) Development control: possible development control issue. It was understood a renewed request for outstanding advice had led to a site visit.
- (ii) Steps, Cinder Lane - Church Lane. Further to a Member raising a possible issue concerning these steps, this would continue to be monitored following action by the Section Engineer.
- (iii) Satellite dishes. Advice would be sought from the local planning authority on an issue previously advised to the Council and on any others which may become apparent.