

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 5 March 2012 in Guiden Sutton Village Hall at 7.30pm.

Chairman: Cllr J Hughes.

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

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllr I Brown and Cllr D M Fisher.

Apologies were received and noted from Cllr Margaret Parker, Cllr Stuart Parker and PC 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.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 6 February 2012. The minutes of the ordinary meeting of the Council held on Monday 6 February 2012 were proposed by Cllr D Hughes, seconded by Cllr M S J Roberts and agreed as a correct record.

(iv) Dates of future meetings:

Mondays 2 April, 14 May, 11 June, 16 July, 3 September, 1 October, 5 November and 3 December 2012. It was noted the April meeting would take place in the Marigold Room for convenience as the main hall immediately adjoining the committee room would be occupied by a large meeting.

(v) Code of Conduct. Further to Cllr Paterson informing that Standards for England and the related model code of conduct would be abolished on 31 March 2012 with replacement provisions due to take effect from 1 July 2012, the Clerk understood that a replacement model code would be prepared by Cheshire West and Chester Council which the Council would be able to adopt if it wished. **Action: Noted.**

(vi) UK Youth Parliament. The Clerk informed that Jess Colston, a student at The Bishop's Bluecoat High School and previously a deputy member, had been elected as one of the two Youth Parliament members for the borough. **Action: Noted.**

(vii) 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.

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

(ix) Late information report 5 March 2012. The late information report for the current meeting was received and noted.

(x) Parliamentary constituency boundary. The Clerk informed the second stage of the consultation would commence at noon on Tuesday 6 March 2012 with the publication of representations made at stage 1. These would only be available on line except in exceptional circumstances. The Council was able to comment on representations made by others until 3 April 2012 following which the commission would prepare its final proposals. There would be no further public hearings. He would search the documents and prepare a response. **Action: The Clerk.**

(xi) Prayers. The Clerk referred to reference in the national media to a court decision elsewhere in the country where it was held that under section 111 of the Local Government Act 1972 a council had no power to formally include prayers as part of the business specified in the summons. The court accepted this was a narrow point.

The general view was that it was perfectly acceptable for a council to hold prayers immediately prior to the formal business should it wish to do so.

The Cheshire Association of Local Councils had subsequently informed the Government had fast tracked a General Power of Competence to permit prayers at council meetings. **Action: Noted.**

2 Community engagement.

(i) Public speaking time. There was no public speaking

(ii) Report of surgery held on Saturday 3 March 2012. Cllr J Hughes reported. Issues raised had included damage to the hardened verges in Arrowcroft Road due to parking, an attempted theft from a property, the request for a litter bin in Fox Cover and the possibility of a wild flower meadow being established in the Fox Cover amenity area. Cllr Paterson believed this could also apply to the parish car park although it was recognised there should be public consultation. The issue would be further considered by the Council. It was agreed that councillors Roberts and Davis would preside at the surgery to be held on Saturday 31 March 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 would be progressed following the successful bid to the Ward Members' budgets. **Action: The Clerk.**

(iv) Parish Council drop ins.

(a) Faster broadband. Cllr D Hughes reported on the drop in held on Tuesday 7 February 2012 which had been well attended, including residents from Mickle Trafford and District, the Chairman of Mickle Trafford and District Parish Council having kindly arranged for publicity in that parish as action was already being taken to encourage interest given the exchange, which also served Guilden Sutton, was located there. Cllr Hughes had explained the Council had only an enabling role as support must come from the wider community which had been encouraged to register its interest. The issue would continue to be publicised.

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

3 Planning.

(i) New applications.

The Clerk informed that no new applications had been notified.

(ii) Decision notices.

11/05659/FUL Single storey extension to rear of dwelling, 5 Moorcroft Crescent CH3 7HA. Cllr Fisher. Planning permission, informative as to the Party Wall Act.

(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. Cllr Paterson having kindly circulated a draft at the previous meeting, it was agreed the Clerk should discuss the proposed action points, a number of which referred to the Parish Council, with the group. Cllr Paterson informed as to the process regarding the actions to deliver the Parish Plan and it was agreed the Council would formally adopt the Plan when the action points had been finalised. (ii) Mapping. Further to Cllr Paterson referring to mapping which would be required and advice from the Cheshire Association of Local Councils of the 'Parish Online' resource, which was available at a first year cost of £48.00 (£20pa + £20 one off set up + VAT), the Clerk reported on progress. **Action: The Clerk.**

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

11/12 162

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

(d) Neighbourhood Plan.

(i) Co-operation with Mickle Trafford and District Parish Council. This would be revisited in consultation with Mickle Trafford and District Parish Council following the outcome of the Neighbourhood Planning community forum held on 3 November 2011 in Waverton.

(e) Affordable housing. Cllr Paterson reported on the Chester Villages affordable housing group open morning held at the Christleton Methodist Church Hall on Saturday 25 February 2012 which she had attended with the Clerk. A copy of a questionnaire had been circulated to all Members for information. Cllr Paterson suggested that at an appropriate stage the Council should hold a drop in.

(f) Housing reform. Following the February meeting of the Council, Cllr Stuart Parker had kindly clarified the financial aspects of housing reform. This would involve town and parish councils receiving a proportion (20%) of council tax rebated to Cheshire West and Chester Council from new build within the parish to allow infrastructure and community improvements. **Action: Noted.**

(v) Strategic Planning.

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

(b) Gypsy and Traveller issues.

There was nothing further to report at this stage which would directly affect Guilden Sutton.

(c) Local Development Framework core strategy: Cheshire West and Chester Local Development Framework panel Monday 27 February, 2012. The Clerk reported this meeting had considered a report on consultation on the Chester Green Belt Study. A previous meeting of the panel had agreed there should be wider community involvement in the consultation process. The initial step towards implementing that decision had been a workshop for ward councillors and panel members. Comments made at that briefing would be taken into account in the consultation arrangements which would include meetings with parish councils and the CPRE.

The Clerk further informed that questions had arisen as to the previous decision that housing growth in the new borough should be broadly in line with previous regional figures (Regional Spatial Strategy, RSS). The points raised were:

The end date of RSS was 2021. To continue to utilise RSS figures would require rolling these forward well past the end of the RSS plan period to 2030.

RSS housing requirements for the region were based on economic growth scenarios and evidence that pre-dated the economic downturn.

The spatial strategy and assumptions used to determine the distribution of development in the region may no longer be applicable.

This would need to be considered in the context of the release of Green Belt land around Chester or the use of brownfield land throughout the borough.

(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. Further to the Clerk informing the final One City Plan and a Delivery Plan were scheduled to be ready in early 2012, there was nothing further to report at this stage.

4 Quality Council issues.

(i) Training: (a) Power to Promote Well Being. It was noted this was to be replaced by a Power of General Competence which would require the Council and the Clerk to meet similar tests. (b) General. Members would advise the Clerk should they wish to attend any of the training dates in the early part of 2012 previously circulated. **Action: All Members.** Details of training available throughout 2012 had also been provided by the County Office and circulated by the Clerk. It was noted an Effective Presentations skills workshop was to take place on Tuesday 15 May 2012. The fee would be £150.00.

(ii) 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.

(iii) Quality Forum. The Chairman and Cllr Paterson reported on the meeting held on Wednesday 22 February 2012 in the Fire Service Headquarters, Winsford. This had referred to the new power minuted above. The next meeting would take place on 23 May 2012.

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. 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) State of nets. The condition of the nets was being kept under review by Cllr D Hughes. **Action: Cllr Hughes.**

(d) Basket ball equipment. Further to Cllr Paterson informing that following an inspection, she believed the mesh should be replaced, the Clerk informed an estimate received from Deva Forge in the sum of £110 for repairs had been accepted with the approval of the Chairman and Vice Chairman. It was noted the hedge at the entrance gate was overgrown and required cutting. Both these issues were being progressed by the Clerk. **Action: The Clerk.**

(e) Incursion of sheep. The Clerk informed of a brief incursion by sheep.

(f) Mr J Foreman would be thanked for his hard work in litter picking to clear the ditch.

(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. A rota for 2012 had been prepared by the Clerk. **Action: The Clerk/All Members.** (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 the Clerk informing of some damage to a pad, the Clerk advised a quotation from Mr Phil Davies had been received in the sum of £232.82 plus VAT. An estimate had also been sought from Play and Leisure which was awaited. **Action: The Clerk.** (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. The Clerk informed that Messrs S&H Services had retired. He would approach an alternative contractor. **Action: The Clerk.** (v) Annual inspection – Morral Play Solutions. The Clerk informed he had thanked Morral Play Solutions for their approach and had indicated the Council would be happy for the inspection to proceed as in previous years.

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

11/12 164

(d) Grounds maintenance issues. The Clerk was inspecting the obstruction of signage. **Action: The Clerk.**

(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. The Clerk informed he had sought a third quotation to meet the requirements of the grant awarding bodies. This was awaited. **Action: 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.

(b) Footpath 2: (i) Clearance and sweeping. Overgrowth would continue to be reported to Cheshire West and Chester Council. **Action: The Clerk.** Members would advise the Clerk of any other areas of concern of which they became aware. **Action: All Members.** (ii) Steps. The Clerk informed that work by Streetscene to extend the handrail further down the slope as had been suggested had been completed.

(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.

(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) Further to the Clerk reporting the receipt, by correspondence dated 15 October 2011 of an inspection report of paths in the parish, the report had been forwarded to the Public Rights of Way Warden. (ii) Adopt a Path initiative. Further to the Clerk reporting the receipt of correspondence from the Chairman, Mrs J Ford, suggesting that dedicated groups should walk the named trails in the county, including The Longster Trail between Helsby Hill and Chester, to carry out a systematic survey and to undertake to become guardians of their trail, this had been referred to the Public Rights of Way Warden who was to investigate and report further. **Action: Public Rights of Way Warden**

(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. (iv) Use by horse riders. There was nothing further to report at this stage. (v) It was noted Mrs A Hodgkinson, founder of the Friends, had received an award.

(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 2011/12. There was nothing further to report at this stage. (b) Parish Council contract 2012/13. The Clerk informed he had issued the specification for 2012/13 to the resident contractor and to a second contractor who had approached the Council. **Action: The Clerk.**

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

(vi) Fox Cover. (i) Landscaping. The need for pruning and weeding would be kept under review.

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

(viii) Cheshire West and Chester Council open space assessment and audit. The Clerk would report further in due course as to the finding that amenity space within the parish was said to be adequate. **Action: The Clerk.**

(ix) Community Garden. It was agreed this could be removed from the agenda. **Action: The Clerk.**

7 Public transport.

(i) C27. Cllr Moulton informed the new contract would commence on 1 April 2012. It was agreed a note should be included in the newsletter.

(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.

8 Highways.

(i) Major schemes.

A55 resurfacing, M53 junct 12 - A55, junct 37. There was nothing further to report at this stage as to whether the intended resurfacing with quieter materials had been completed.

(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. The suggestion by Cllr Moulton that the Council should revisit the sites at which the equipment should be deployed would be pursued. It was agreed that Cllr Moulton should seek possible sessions in April, the end of June and September. (ii) Community speed management. An approach would be made to Mr D Reeves as to a possible presentation followed by questions at the April meeting of the Council. **Action: The Clerk.** It was noted a survey had been promised to assess speeds on Station Lane. The possibility of a 20mph zone in the village would be included in a future issue of the newsletter. **Action: The Clerk.**

(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. The comments made at the surgery as to the need for repairs to this unadopted path had been noted.

(f) Parking, Arrowcroft Road. Cllr D Hughes indicated he would welcome continued support from PC Boulton to deal with parking issues related to the school. Further to the issue raised at the most recent surgery as to damage to verges, this would be referred to the Area Highways Manager with a request for hard surfacing. **Action: The Clerk.**

(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. The request for improved markings which would be more readily visible from Guilden Sutton Lane had been raised at the meeting with the Area Highways Manager by Cllr S Parker. A further note had been included in the newsletter.

The Clerk informed he had subsequently received correspondence from Mr M Jones as to motorists positioning themselves on the markings to afford comfortable visibility of approaching traffic. An appropriate response had been made.

(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 would await the intended refurbishment of the signpost.

(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. Cllr D Hughes referred to the condition of this path which it was understood had been placed in an eight week schedule by Streetscene. This 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.

(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. 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. Streetscene had been advised the preferred colour would be black. At the suggestion of Cllr Moulton, the Clerk would ascertain the advice of the insurers as to volunteers carrying out maintenance. **Action: The Clerk.**

(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) Grit bag. There was nothing further to add at this stage as to the provision, if required, of 1 no bag by Cllr S Parker from the ward Members' personal budgets.

(z) Fingerpost signs. The signwriter would be requested to proceed following the successful applications to the ward members' personal budgets.

A decision would be made in due course as to whether the Church Lane sign should be refurbished as is with the modified finger referring to the church and the public house, now closed or bearing the original legend believed to be 'Guilden Sutton'. **Action: The Clerk.**

(za) Patching, Oaklands. Further to Cllr Paterson expressing concern with respect to further 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.

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

(zc) 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.

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

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

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

(zg) Overhanging foliage/pedestrian safety Belle Vue Lane. Further to the Clerk reporting he had been approached by a pedestrian as to sight lines at the approach to the A55 bridge, the Clerk informed the resident concerned had been in touch to express appreciation for the work which had been carried out. The Section Engineer had been advised.

(zh) 20 mph limit. The Clerk reminded Members the approach to possible 20mph limits was to be considered by the Cheshire West and Chester Council Community and Environment Policy Development Board. The initial survey required would be funded by the ward members' personal budgets

Further to Cllr Moulton referring to the extent of parking on Oaklands and suggesting there should be a 20mph 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.**

(zi) Damaged verge, Guilden Sutton Lane. Members noted the damage to the verge adjacent to Messrs Gresty's field has been reported to the Section Engineer who had taken appropriate action to secure reinstatement in due course.

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

(zk) Removal of advertising, various sites. The Clerk informed that prompt action had been taken by the Section Engineer to remove advertising placed within the highway at various locations in the village. An estate agent's board was noted at the entrance to Heath Bank.

(zl) Fence adjoining school access. Cllr Davis informed that following wind damage the fence had been propped. In view of its proximity to the footpath, the Council accepted a kind offer by Cllr Davis to seek a permanent reinstatement. **Action: Cllr Davis.**

(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

£ statement awaited.

(ii) Payments

NWN Media
Newsletter distribution

Invoice 035031	£ 23.34 (inc VAT £3.89)
Invoice 035303	£ 23.34 (inc VAT £3.89)

Devaprint newsletter printing	£ 40.00
Clerk's expenses.	

Postage	£ 0.00
Telephone	£ 0.00
Photocopies	
338@5p	£ 16.90
Mileage	
80@45p	<u>£ 36.00*</u>
	£ 52.90

* (Direct2Door, Winsford Professional Centre, Forest Hills).

Proposed by Cllr D Hughes
Seconded by Cllr Roberts
and agreed.

(iii) Balances

Co-operative Bank	
1 February 2012	£13,764.16

Scottish Widows no 1	
1 January 2012	£20,210.84

Scottish Widows no 2	
1 January 20102	£ 3,169.31

(iv) Report on contingency payments

Budget	£ 1,288.00
Payments	£ 0.00

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

(vi) HMRC, important information for employers. This had been referred to Cllr Paterson.

(vii) Audit Group. The group would meet during March to review Q3 financial affairs.

(viii) Bank signatories. Action was being taken to delete former councillors Armitage and Bayton and to add Cllrs Brown, Davis, J Hughes, M S J Roberts and if possible Cllr W Moulton. It was noted there was a restriction on the number of new signatories which could be added at any one time.

(ix) Budget 2012/13. There was nothing further to report at this stage.

(x) Review of procedures for risk assessment. The Council had referred initial consideration of any issues arising on an on going basis to the Audit Group.

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

(xii) Double taxation. The Clerk reported that in its budget for 2012/13 Cheshire West and Chester Council had introduced a system of special expenses to deal with aspects of double taxation. This welcome move would result in a small reduction in council tax for taxpayers within the parish. **Action: Noted.** 11/12 169

(xiii) Acquisition of asset. The Clerk reported the acquisition of 1 no office chair from Cheshire West and Chester Council at no cost.

(xiv) Clerk's gratuity. It was noted further guidance was expected in due course.

10 Environment Services.

(i) Recycling issues. (a) Existing Chester waste collection and recycling contract and replacement Cheshire West and Chester Council contract. There was nothing further to report at this stage.

(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 was noted. (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 Order. The Clerk informed of his understanding a proposed borough wide Order was progressing. (c) Dog control. A Member referred to increased fouling in the vicinity of the shops. **Action: Noted.**

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

(v) Noise issues. (a) Barking dog. Further to Cllrs Paterson and D Hughes referring to a barking dog complaint, which had been referred by the Clerk to Cheshire West and Chester Council regulatory services which had been requested to contact the complainant, 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. Further to Members revisiting the action they wished to take, a standard proforma was being produced by the Clerk 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 would be 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. **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. 11/12 170

(x) Trees adjoining footpath 2. There was nothing further to report at this stage with respect to the trees previously reported by Cllr Paterson. Cllr D Hughes informed of overhanging branches.

(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.

(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 would visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

(xv) Cheshire Landscape Trust. There was nothing further to report at this stage.

(xvi) Basal growth was being reported on a highway tree adjoining 45 Oaklands. **Action: The Clerk.**

(xvii) Hedge, Summerfield Road car park. The continued obstruction of the footway would be referred to the Section Engineer. **Action: The Clerk.**

(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 would visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting.

The Clerk informed the meeting of the Area Meeting which had taken place at HQ on Wednesday 15 February 2012 had received a presentation from Mr Steve Robinson, Chief Executive of Cheshire West and Chester Council.

He further informed the current consultation on future local working arrangements to be introduced by the Association had been discussed at the Chester Area Meeting on Wednesday 15 February 2012. Member councils had indicated they valued the localness provided by the meeting which enabled Chester parishes to raise issues with other local Chester parishes. The meeting had been chaired by the County President and attended by the County Chairman and Vice Chairman. The views expressed would be conveyed by them to the Executive Board. The Association was proposing a borough wide parish conference which would meet twice a year in conjunction with twice yearly events for town and parish councils organised by Cheshire West and Chester Council.

The Clerk understood, as Honorary Secretary, that within that there would be the possibility for the Chester Area Meeting to continue to meet if it so wished to consider local issues. He had emphasised the historic involvement of the area meeting with the principal authorities due to the proximity to their offices in Chester which provided an opportunity for public speaking and for issues to be quickly resolved on an informal basis. He believed it was important that any new arrangement must not lose this capacity which was of benefit to both town and parish councils and the principal authority.

It was agreed the Council would respond to the consultation supporting the issues rehearsed above. **Action: The Clerk.**

(ii) Local Government pay. The Clerk reported notification there would be no pay award for 2012/13 although the national employers hoped to make an offer for 2013/14.

(iii) Section 137 limit for 2013/14. The Clerk reported this has been increased to £6.80 for 2012/13 from £6.44 for 2011/12.

11/12 171

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. Cllr Parker had previously indicated that a Chester Villages Community Forum would be held in the New Year. (ii) Inaudibility of proceedings. See (vi) beneath.

(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) Grant assistance to St John's Churchyard 2011/12. Further to this successful application which had resulted in a grant of £250 being obtained, the Clerk confirmed the cheque had been passed to the PCC as agreed at the February meeting. **Action: The Clerk.**

(iv) Members budget applications. The Clerk informed he was completing the necessary forms following agreement of funding for two projects. The Memorial Garden project would see the repair and refurbishment of the fingerpost and the adjoining period School Lane nameplate. A further Public Realm project would see the refurbishment of the Church Lane fingerpost, the notice board at Summerfield Road and the refurbishment of the signpost at Belle Vue Lane/School Lane.

(v) Locality Working scrutiny committee. There was nothing further to report at this stage following the Clerk referring at the meeting held at HQ on Thursday 27 October 2011 to the audibility issue previously mentioned by Cllr Moulton.

(vi) Community governance review. There was nothing further to report at this stage.

(vii) Local Council Assembly Thursday 1 March 2011, Forest Hills Hotel, Frodsham. The Chairman, Cllr Moulton and the Clerk had attended. The Chairman reported the event had been extremely successful. There had been an opportunity to engage with officers on major issues. Cllr Moulton informed that under the emerging 'community right to buy' power, the ability of the Parish Council to acquire the Methodist Chapel would be facilitated.

(viii) Hackney Carriage consultation. It was noted a response was required by **16 April 2012.**

(ix) Young People's Holiday Activities Fund. The Clerk informed a bid had been made by the Holiday Club.

(x) School planning and policy: standardised school year consultation. The Chairman informed of this consultation.

14 Cheshire Community Action. Cllr D Hughes informed that following advice from the Clerk he had ascertained the Village Hall Forum was now the Community Buildings Network. He had spoken to officers and had attended a recent meeting.

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. The Clerk informed a search of the Cheshire Police Authority web site had not disclosed any information.

(ii) Crime. There was nothing further to report.

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

18 Newsletter. The reporting forms on the Cheshire West and Chester Council website would be publicised in a future edition. Newsletters had been prepared by the Clerk publicising the recent drop ins.

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

20 Bulb planting. There was nothing further to report at this stage.

11/12 172

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

22 Primary School. Cllr 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. HM The Queen Diamond Jubilee. Cllr Paterson referred to the possibility of a 'big lunch' on the Sunday of the jubilee weekend. It was agreed that views on possible celebrations would be canvassed in the newsletter. **Action: The Clerk.**

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

28 Enhanced broadband. There was nothing further to add to that minuted above.

29 Village Hall Management Committee. Further to the Chairman 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, the Chairman would report further to a future meeting.

30 Guilden Sutton Methodist Church. Cllr Paterson reported the group had the first option to purchase the building. A meeting was to be held.

31 Summerfield House. Further to Cllr Roberts informing the new manager of Summerfield House was keen for residents to be more involved in local events, which had been brought to the attention of Connexions in relation to the Youth Parliament Team project for older people, there was nothing further to report at this stage.

32 Members Information Items.

Gunshots. Members variously reported shooting had been heard around the parish in recent times.

Village quiz. Cllr Paterson informed this would take place on Saturday 24 March 2012.

33 Information correspondence.

Leisure Services: Millennium Greenway: update; Play inspection and maintenance service, Mr Phil Davies.

Highways: Sutton Six 2012 road racing event road closure – Middlecroft;

Finance. Co-operative Bank special rates for parish councils.

Cheshire West and Chester Council: Partnerships West edition 36 February 2012; Members briefings 296 Winter Maintenance, 297 Our Community survey results; 298 Dog Control Orders; 299 Social Housing Consultation; 300 Rough sleeping; 301 Adult Social Care survey; 302 Hryre launch (photography competition); 303 Portas Pilots; 304 Sub regional anti social behaviour system; 305 Late night drinking consultation; 306 Diamond Jubilee; 307 Tenancy strategy; 308 Alexandra Street gating order; 309 Major transport schemes consultation; February bulletin for local councils; Local Leaders and the Olympic Games; Customer driven services training; Event workshop 22 March 2012; Jubilee toolkit.

Area Partnership Board: Neston Health and Wellbeing Day 16 February 2012.

Cheshire Community Action Connecting Communities event, Wednesday 7 March 2012, Crewe Alexandra Conference Suite.

CPRE: update.

11/12 173

Cheshire Landscape Trust: community orchard

Policing Rural inspector's newsletter 27 February 2012. PC Boulton newsletter February 2012.

Western Watch: Local news; Rural police inspector's update.

Cheshire Fire and Rescue Service Link newsletter March 2012.

General:

Govknow: Community safety and criminal justice reform conference; Higher education, further education and skills conference; Understanding Health and Social Care Reform conference.

Historic Towns Forum: Understanding Localism; The High Street Review.

Housing.org.uk North West Leadership conference, Manchester 16 March 2012.

Northern Voice housing newsletter.

Rural Services Network news digests 6, 20, 27 February 2012.

2012; Rural opportunities bulletin.

Skills4Gov: Must attend conference 2012.

Sustainable Government: How to improve public services and easily cut costs; Local government update; Buying

British: A thing of the past or a modern necessity?; Data protection.

Unlock Democracy request for support.

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.

34 Possible enforcement issues.

(i) Development control: possible development control issue/replacement boundary wall. In both cases advice had been sought from the appropriate officers and responses remained outstanding.

(ii) Noise from commercial premises. There was nothing further to report at this stage.

(iii) Steps, Cinder Lane – Church Lane. Further to a Member raising a possible issue concerning these steps, the advice of the Area Highways Manager was awaited.

(iv) Satellite dish. Further to a report being made in connection with a satellite dish, advice was being sought from the local planning authority.