

# Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 1 October 2012 in Guiden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

1 Procedural matters.

(i) Declarations of interest. Members were reminded that they should declare any Disclosable Pecuniary Interest or any Other Disclosable Interest which they may have 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. With a Disclosable Pecuniary Interest, the Member must not take part in the discussion or vote and must withdraw. There was no right to speak as a member of the public. With an Other Disclosable Interest, the Member must not take part in the discussion or vote but may remain in the room after making a statement if he/she wished to do so. 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.

There were no declarations.

(ii) Apologies. The Clerk regretted to inform he was indisposed and left the meeting. Notes were kindly taken by Cllr J Hughes.

Apologies were received from Cllr M Parker, Cllr S Parker, PC R Boulton and PCSO L Beddows.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 3 September 2012. The minutes of the ordinary meeting of the Council held on Monday 3 September 2012 were proposed by Cllr Moulton, seconded by Cllr Roberts and agreed.

(iv) Code of Conduct. Members were reminded their completed registers had been due with the County Office by 1 October 2012. Members noted, as above, the guidance that Members did not have the same rights to speak as a member of the public when declaring a Disclosable Pecuniary Interest.

(v) Dates of future meetings: Mondays 5 November and 3 December 2012.

Mondays 7 January, 4 February, 4 March, 8 April, 6 May, 3 June, 15 July, 2 September, 7 October, 4 November and 2 December.

(vi) Late information report 1 October 2012. The late information report for the current meeting was received and noted.

(vii) Boundary Commission for England 2013 review of parliamentary constituencies. The Clerk had advised his understanding the revised proposals were due to be published on Tuesday 16 October, 2012.

(viii) 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.

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

(x) World Rural Women's Day. Further to the receipt of an invitation from the Cheshire Association of Local Councils Council to submit a nomination from within the community for the 2012 World Rural Women's Day Awards in Cheshire, the County Office had been informed that on this occasion no nomination would be made.

## 2 Community engagement.

### (i) Public speaking time.

(a) Members of the public. Mrs G M Reeder, Cheviot, Hare Lane raised concerns about overgrowth obstructing sight lines and the size of trees at various locations on Hare Lane. Mrs Reeder was thanked by the Chairman for her attendance and was assured her concerns would be progressed.

(b) Visiting members, officers and wardens.

There were no speakers.

(ii) Report of surgery held on Saturday 29 September 2012. Cllrs Paterson and Davis had presided at the surgery which had taken place on Saturday 29 September 2012. No issues had been raised.

In relation to fly tipping in Hoole Village raised at a previous surgery, it was noted the Clerk at Mickle Trafford and District had requested an exact location to enable the report form to be completed.

(iii) 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.

(iv) Twitter. The Clerk had advised that two additional residents were now following the Council's Twitter account.

## 3 Planning.

Current applications were as follows (most recent first):

### [Single storey rear extension](#)

3 School Lane Guilden Sutton Chester Cheshire CH3 7ET

Ref. No: 12/03916/FUL | Validated: Wed 05 Sep 2012 | Status: Pending consideration. **Cllr Paterson.**

It was agreed no objection should be raised. **Action: The Clerk.**

Pitched roof at rear, removal of timber cladding on front elevation and replace with render

Foot Of The Hill Church Lane Guilden Sutton Chester Cheshire CH3 7EW

Ref. No: 12/03594/FUL | Validated: Tue 07 Aug 2012 | Status: Planning permission. **Cllr Moulton.**

No objection had been raised.

Conservatory to rear (retrospective)

28 Oaklands Guilden Sutton Chester Cheshire CH3 7HE

Ref. No: 12/03514/FUL | Validated: Fri 17 Aug 2012 | Status: Planning permission. **Cllr Fisher.**

No objection had been raised.

Single storey front extension (demolition of existing porch) Resubmission of 11/04381/FUL

Westcroft Station Lane Guilden Sutton Chester Cheshire CH3 7HD

Ref. No: 12/03388/FUL | Validated: Mon 06 Aug 2012 | Status: Planning permission. **Cllr D Hughes.**

No objection had been raised.

Raise roof height to create first floor accommodation, single storey extensions to front and rear.

Halfways Hare Lane Chester Cheshire CH3 7ED.

Ref. No: 12/03165/FUL | Validated: Tue 17 Jul 2012 | It was noted the application had been withdrawn.

Rear extension

Tabora Belle Vue Lane Guilden Sutton Chester Cheshire CH3 7EJ

Ref. No: 12/03163/FUL | Validated: Tue 17 Jul 2012 | Status: Planning permission. **Cllr D Hughes.**

No objection had been raised.

Removal of condition 3 of 6/21637 to allow habitable accommodation in loft space

The Paddock Church Lane Guilden Sutton Chester Cheshire CH3 7EW

Ref. No: 12/03090/S73 | Validated: Mon 09 Jul 2012 | Status: Planning permission. **Cllr Moulton.**

No objection had been raised.

Repair to section of rear garden wall.

4 Guilden Green Guilden Sutton Chester Cheshire CH3 7SP

Ref. No: 12/02942/FUL | Validated: Tue 10 Jul 2012 | Status: Planning permission. **Cllr Moulton.**

(ii) Decisions:

Pitched roof at rear, removal of timber cladding on front elevation and replace with render

Foot Of The Hill Church Lane Guilden Sutton Chester Cheshire CH3 7EW

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Ref. No: 12/02942/FUL | Validated: Tue 10 Jul 2012 | Status: Planning permission. **Cllr Moulton.**

Oak at the front of the property reduce and reshape by approximately 30% all round (by 11.5m, paying particular attention to shortening the limb on the property side), remove major deadwood, cut ivy at the base. To control the overall size of the tree and tidy the canopy

22 Oaklands Guilden Sutton Chester Cheshire CH3 7HE

Ref. No: 12/02608/TPO | Validated: Fri 08 Jun 2012 | Status: Application permitted.

NEW Decision notice received specifying the work in detail.

(iii) Development control process.

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

(b) Planning postcards. Members requiring planning postcards would notify the Clerk. **Action: All Members.**

(iv) Community planning.

(a) Parish Plan. There was nothing further to report at this stage

(b) Christleton Community Plan. Mr Richard Bennett, Chairman, had advised Christleton had completed its Community Plan (Parish Plan) after more than two years of effort. Everyone in the parish had received a four page summary of the Plan and the full Plan could either be viewed online, or as a paper copy. Those wishing to see a copy of either the Summary or the full Plan could visit <http://www.christleton.org.uk/> or the new parish council website at <http://www.christleton-pc.gov.uk/>

There were no doubt various issues common to adjoining parishes and Mr Bennett wished to bring the Christleton Plan to this Council's attention in case there were matters raised in the Actions which would benefit from joint action. Various issues were receiving increasing attention at the moment, including Green Belt Development, Traffic Safety, Roads and Neighbourhood Plans and it might well be that a joint approach would bring a greater chance of successful outcomes.

The first Implementation Meeting would be held on 18 October, 2012 at Christleton Primary School to begin the process of how to tackle the actions identified. The purpose of the meeting was mainly to attract volunteers from the village to take actions forward. If the Council would like further information on any point it was invited to contact Mr Bennett ([richard.bennett@btinternet.com](mailto:richard.bennett@btinternet.com)) or the Chair of Christleton Parish Council, Sue Mallows ([suejmallows@gmail.com](mailto:suejmallows@gmail.com)).

Members expressed an interest in attending the meeting. **Action: All Members.**

(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. There was nothing further to report at this stage.

(ii) Cheshire Association of Local Councils, neighbourhood plans workshop. There was nothing further to report at this stage.

(iii) Cheshire West and Chester Council, Neighbourhood Planning Event, 12 and 18 September 2012, 3.30pm – 9pm, Castle Park, Frodsham. Cllr Paterson had attended the first event on 12 September which had offered an introduction to Neighbourhood.

Cllr J Hughes would further investigate an on line course at [www.ntselearning.co.uk](http://www.ntselearning.co.uk). **Action: Cllr J Hughes.** The Clerk would be asked to investigate further courses and forums which would inform the Council's understanding of the neighbourhood planning process. **Action: The Clerk.**

(e) Affordable housing. Report of the meeting of the Chester Villages Housing Group which had taken place on 26 September 2012, at HQ. Cllr Davis and the Clerk had attended. Cllr Davis reported. The agenda had included a recap of activity to date, a review of understanding need, the outcome of consultation on sites, site appraisal by individual parishes, a discussion on options for the way forward and joint working, ongoing support if required and any other issues /questions. Parish specific packs had been distributed.

(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. (i) Consultation. Members were reminded the consultation would end on 12 November 2012. A briefing for parish and town councils would be held on Thursday 4 October, 2012 at St Mary's Centre, Chester at 6.30pm. Cllrs Moulton and Paterson would attend. (ii) Chester Green Belt. (a) Campaigns. Advice of campaigns by the CPRE, which had been circulated and at [www.chestergreenbelt.com](http://www.chestergreenbelt.com) was noted. The Clerk was making arrangements for appropriate information to appear on the website and in a newsletter. (b) Correspondence per S Mosley Esq MP re the Green Belt consultation and the proposed student village in Chester was noted. (iii) Local Plan: ChALC consultation. Members agreed a proposed response to the Cheshire Association of Local Councils previously circulated.

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

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

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.

(ii) Quality Councils Forum. Members received the draft notes of the Quality Council Forum held on 22 August, 2012 and additional attachment. It was noted the next meeting would be held on Wednesday 21 November, 2012.

(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 was to 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. The issues raised by Mrs Kirk would be considered with the contractor. **Action: Cllr D Hughes/The Clerk.**

(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 as to any response.

(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. The Clerk had informed the supplier had notified non-payment although the bank statement had confirmed the cheque had been cashed in mid-July. Further clarification was being sought by the Clerk. **Action: The Clerk.**

(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. (i) Upgrade. Further to Cllr D Hughes referring to a possible future upgrade of the system, the Clerk would investigate the possibility of grants. (ii) Protocol. A simple protocol covering the inspection of images captured by the system would be progressed in due course by the Clerk. **Action: The Clerk.** (ii) Maintenance. The need for maintenance to the equipment would be revisited.

(b) Inspections. (i) Rota. Further to Cllr Paterson suggesting the Council should consider the alternative option of discontinuing the informal weekly inspections and notifying the insurer and seeking estimates for a suitable service, Play Inspection and Maintenance Services had been appointed on a provisional basis subject to a revised quotation being sought to incorporate the parish playing field. The Clerk had kindly been informed by the inspector this would involve no additional cost. Monthly inspections had been due to commence on Monday 24 September 2012. (ii) 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.** (iii) 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. Further to Cllr Fisher referring 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 and to the Chairman kindly agreeing to raise the issue, there was nothing further to report at this stage. **Action: Cllr D Hughes.** It was agreed that Messrs Gresty would be requested to sweep the safety surfacing. **Action: Cllr D Hughes/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. Members noted that at a site meeting with an alternative third supplier, it had been indicated that the extensive fund raising service described in a letter from the supplier, referred to by the Clerk at the September meeting, had apparently been withdrawn. A quotation was awaited. It had previously been agreed the preliminary panel would comprise Cllrs D Hughes, Fisher and Paterson with the Clerk.

(iii) Public Footpaths.

(a) Footpath 7. The comment by Cllr Paterson as to the condition of the route had been referred to the Public Rights of Way Warden. **Action: The Clerk.**

(b) Footpath 2: (i) Clearance and sweeping. The Clerk was pursuing overgrowth on this and other paths which 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. Adopt a Path. Members received advice of this initiative. **Action: Noted.**

(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. It was noted the Public Rights of Way Warden had reported repeated flooding of the access to the Greenway from Guilden Sutton to PROW. (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. A progress meeting would be sought with the contractor by Cllr D Hughes and the Clerk. **Action: Cllr D Hughes/The Clerk.**

(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. No response had been received.

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

(viii) Wild flower meadow. The Clerk would contact the highway authority as to the suggestion that wild flower planting might take place on the embankments of the Guilden Sutton Lane diversion.

#### 7 Public transport.

(i) Services, general. Members noted that revisions had been made to the 27 service which had been circulated. The Clerk had provided up to date copies to the Post Office and to the web site.

(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 had circulated a revised list of issues which the Traffic Group would seek to progress at a meeting with the Area Highways Manager.

(iii) Current issues

(a) Speed issues.

(i) Speed indicator device. The SID results for September 2012 were received. It was noted future dates were Friday 5 to 12 October and Friday 2 to 9 November 2012. The Chairman thanked Cllr Moulton for his hard work in connection with this initiative. Further to the Chairman referring to the speed of traffic on Station Lane and to the expectation the Police would support action on that road and on School Lane, the Chairman was to discuss this with PC Boulton. **Action: Cllr D Hughes.**

(ii) Community speed management. A suggestion was made a permanent 30mph flashing sign should be installed. It was agreed that further inquiries should be made by the Clerk. **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. 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. (i) Verges. There was now nothing further to report as to damage to verges following the outcome of the trial by the Section Engineer.

- (ii) School parking. Members were advised that PC Boulton had suggested the possibility of a residents' parking scheme. It was agreed that further information should be sought by the Clerk. **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 overriding 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.
- (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.
- (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.
- (r) Flooding, Wicker Lane. There was nothing further to report at this stage.
- (s) Planters. The installation of the planters was awaited. Further inquiries would be made by the Clerk. **Action: The Clerk.** 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, overgrowth at corner. The renewed concerns raised by Mrs Kirk had been referred to the Area Highways Manager.
- (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. There was nothing further to report at this stage.

(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. The work had been 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. The Clerk was to inspect other similar areas.

**Action: The Clerk.**

(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. 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 the 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 remained outstanding. He would seek to progress the issue. **Action: Cllr Davis.**

(zj) Church Lane. Further to Cllr Paterson informing of a defect in Church Lane advised by Mr B J Bailey and to the Section Engineer reporting the area would be monitored during the course of routine visits to the area, there was nothing further to report at this stage.

(zk) 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.**

(zl) Arrowcroft Road/Jct School Lane. Further to the Clerk informing of an overflowing gully, the Section Engineer had confirmed the situation would continue to be monitored to determine if relaying of the carrier drains was required.

(zm) Guilden Sutton Lane: footway drainage. Further to the Section Engineer informing works orders were being prepared to install two additional gullies in the footway to capture surface water run-off from the adjacent field, hopefully by mid October, there was nothing further to report at this stage.

(zn) Temporary closure, Hare Lane. Notice was received of a temporary nine week closure of Hare Lane from 2 October 2012 to enable works by Dee Valley Water. There would be no access to the A51.

(iv) Lighting. (a) Faults. A day burner in Hickmore Heys would be reported. (b) Lighting, Heath Bank and junction Church Lane/Fox Cover steps. Members were advised the following response had been received from the borough council with reference to the requests initiated by Cllr Roberts and Mrs Kirk.

*I have been asked by Kieran Collins to contact you with regards to new lighting at Heath Bank and Church Lane, Guilden Sutton.*

12/13 095

Unfortunately we do not have a specific budget available for the provision of additional lighting, however, your request will be kept on file and reviewed on its merits if and when finance permits but I must point out, funds for new lighting of this nature do not become available very often as the current lighting budget allocation is very limited and only just covers routine and structural maintenance.  
I trust this information clarifies our position.

Ian Jones  
Principal Lighting and Traffic Control Engineer  
Cheshire West and Chester Council

It was reported further the Clerk had received an approach from the new term maintenance contractor offering street lighting services. Further information would be sought for a possible bid to the ward members' budgets. **Action: The Clerk.**

9 Finance.

(i) Income

Co-operative Bank Interest 3 August 2012	£	3.98
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(ii) Payments

Payments

S Davies Hire of MC2	£	12.00
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Clerk

Salary July-September 2012	£	1,040.24 (net)
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HMRC BR tax	£	260.06
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Expenses:

Postage	£	2.00
Telephone	£	0.00
Mileage 16 @ 45	£	7.20
Photocopies 423 @ 5p	£	21.15
	£	30.35

Mrs P Blythe Playing field rent Oct - Dec 2012	£	160.00
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Proposed by Cllr Fisher  
Seconded by Cllr J Hughes  
and agreed.

(iii) Balances

Co-operative Bank 31 August 2012	£	25,432.34
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Scottish Widows 1  
1 July 2012 £20,004.59

Scottish Widows 2  
1 July, 2012 £ 3,379.74

(iv) Report on contingency payments.

Budget: £ 944.00  
Payments: £ 0.00

(v) Insurance. Members were advised of an offer by the Council's insurers to visit. This was welcomed. **Action: The Clerk.**

(vi) Audit Group. The Clerk had advised the papers for both Q1 and Q2 were almost complete and could be reviewed by the Group in due course although the information for each quarter would be presented separately. He had suggested this meeting might be combined with the visit minuted above to save Members' time. This was agreed.

**Action: The Clerk.**

(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 notice of completion of audit would be displayed.

(xi) Localisation of Council Tax, effect on Parishes. The Clerk had reported the issue had been resolved by NALC and the Department for Communities and Local Government. There would be no effect on parishes. It was noted the consultation by Cheshire West and Chester Council on possible arrangements for the general Localisation of Council tax required a response by 4 November 2012.

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 the new system of containers would be introduced from 8 October 2012.

(ii) Amenity cleansing. (a) Areas of concern. (ii) Members would advise the Clerk of locations at which they believed action was necessary. It was noted strimming was required at the bridges over the A55 on Belle Vue Lane and at the railway bridge, Guilden Sutton Lane. It was possible other areas had been missed. **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.

With respect to issues raised with Streetscene, the following response had been received:

*PROW committed to maintain the growth adjacent to the walkways in Guilden Sutton at our site meeting last year however unfortunately it seems they are unable to complete this task at the present time. Streetscene have indeed always completed this work and will continue to do so, our Grounds Maintenance teams are running behind schedule at present due to the poor weather experienced this year however in light of your communications I have arranged for remedial strimming work to commence today. When this work is completed we will subsequently mechanically cleanse the areas concerned.  
I am happy to meet you on site to inspect and discuss further if you are available?  
Thanks for highlighting the issues, it is very much appreciated.  
Best Regards  
Andy Moulton  
Streetscene Team Leader - Chester  
Cheshire West and Chester Council*

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(b) 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 including the issue referred to at the July meeting by Cllr Paterson.

(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. Further to a Member reporting equine fouling had taken place on a footway within the parish, it was noted that no further incidences had arisen. The proposed letter to liveries within the parish was held in abeyance.

#### 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 was noted. The Clerk had previously advised that where fieldside hedges were concerned, the bird nesting season continued to 31 August and landowners could be expected to carry out 1 no annual cut thereafter. 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. The Clerk was to discuss the need for a further inspection of the major fork, which was a potential issue, with the arboricultural contractor and seek an up to date estimate for felling should this be required. **Action: The Clerk.**

(viii) Trees, Oaklands, fungal disease. There was nothing further to report at this stage.

(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 concerns 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 had been made and a response was awaited.

(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. Members noted as proposal by the Trust to introduce a Landscape Warden scheme.

(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. There was nothing further to report at this stage, further to Enterprise Inns advising their partnering contractor would be instructed to attend and to provide a quotation for carrying out works to tidy up the vegetation and to the contractor contacting the Clerk to confirm that vegetation management would take place.

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

(xxii) Footway obstruction from adjoining fields. Further to Cllr D Hughes expressing concern at the number of footways obstructed by overgrowth from adjoining fields, there was nothing further to report at this stage.

(xxiii) School path. Further to Cllr I Brown referring to a tree in the vicinity of 9 The Dell, further advice would be sought by the Clerk. **Action: The Clerk.**

(xxiv) Trees, Guilden Sutton Lane. It was trees near Heath Bank were overgrown and a tree outside a house at the junction of Guilden Sutton Lane and Garners Lane appeared to be dying.

12 Cheshire Association of Local Councils.

(a) Annual meeting. Members were asked 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 had been required **by Friday 21 September, 2012.**

(b) Chester Area Meeting. The Clerk had informed, as Honorary Secretary, that the annual meeting of the Chester Area Meeting had taken place in Room G2 at HQ on Wednesday 19 September, 2012 and had been extremely successful with presentations by Alison Armstrong, Director of Strategic Partnerships, Cheshire West and Chester Council and by Jo Lappin, Head of Strategy, Regeneration and Culture, Cheshire West and Chester Council. Cllr R Parkin (Mickle Trafford and District) had been elected Chairman and Cllr A Storrar (Saughall and Shotwick Park) as vice chairman. The Clerk had been re-elected as Honorary Secretary.

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13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. There was nothing further to report at this stage. (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) Community governance review. At the July meeting, the Clerk had invited Members to note that at the meeting of the Community Governance Review Committee held on Wednesday 11 July 2012 in HQ, at which he had spoken, the suggested boundary changes on Guilden Sutton Lane and Hare Lane due to the construction of the A55 had been agreed for further consultation. The published minute suggested the phase two consultation would be rather wider and stated:

*In relation to the phase two consultation, it was agreed that:*

*1 Option for 'no change' to be included in each case.*

*2 A map be included with each questionnaire to enable residents to suggest boundary changes.*

*3 Residents be asked their views on the use of modern, man-made boundaries.*

*4 Residents be asked their views on a potential merger or grouping with surrounding parishes*

*5 Where there were detailed options regarding specific properties, then Individual residents be consulted by including an accompanying letter with the questionnaire which was sent to those properties.*

Responses from members of the public. At an appropriate point, the Council would consider whether for more consideration should be given to this aspect of the first stage of consultation.

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

(v) Altogether Better, Community Empowerment and Delivery. The Council would revisit whether or not it wished to respond to the template provided.

(vi) Responsible Drinking Zone: Ellesmere Port, Winsford and Rural West. Further to the Clerk inviting the Council to note that Cheshire West and Chester Council was proposing to apply for a Responsible Drinking Zone for areas in and around Ellesmere Port, Winsford and Rural West, officially known as Designated Public Place Order, there was nothing further to report at this stage.

(vii) Review of special educational needs provision. It was noted a response was due by 12 December 2012.

(viii) Grant assistance for graveyard maintenance. Members were advised the application form for 2012 had been received and should be returned to the borough council by 1 December 2012. The PCC would be advised. **Action:**  
**The Clerk.**

14 Cheshire Community Action. (a) CCA Network event, 12 September 2012, Hartford. Cllr Paterson reported. (b) Cheshire County Playing Fields Association AGM Thursday October 25.

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. Members expressed regret at the armed robbery which had occurred at the Post Office earlier in the day.

(iii) Parking, Arrowcroft Road. Possible measures to deal with continuing inconsiderate parking were minuted above.

(iv) Parking, Cinder Close. There was nothing further to report at this stage.

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

19 Memorial Garden. Further to the comments made by Mrs Kirk in relation to the memorial garden, there was nothing further to report at this stage as to an estimate being sought from Messrs Gresty to remove the current planting, resoil and replant with low maintenance shrubs. It had been noted that any such uplift might be carried out in connection with the felling of the Sycamore and the removal of the remaining stump.

20 Bulb planting. Arrangements for the review agreed at the previous meeting would be progressed in due course.

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. There was nothing further to report at this stage.

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. There was nothing further to report at this stage to that minuted above.

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.

BT Broadband and telephone service. Cllr Paterson referred to ongoing difficulties.

Closing time of meetings. Cllr Fisher asked if the end time of each meeting should be minuted with the agenda containing the date of the next meeting.

House Condition Survey 2012. The Chairman referred to this survey and suggested information might be provided for residents.

33 Information correspondence.

Finance: Co-operative Bank, interest rates.

Cheshire Association of Local Councils.

Quality Councils Forum 22 August, 2012: Powerpoint presentations; Councillor 1 workshop Tuesday 9 October, 2012; Annual Meeting 25 October, 2012, Cheshire Fire and Rescue HQ, 7pm.

National Association of Local Councils: NALC briefing re important changes to the Quality Council scheme; NALC E bulletin 14 September, 2012; NALC briefing re localising support for council taxpayers; Local Council Review Autumn 2012; People in Action conference Thursday 20 September 2012; Local Council Review, opinion question.

Cheshire West and Chester Council: Members briefings 402 residual waste treatment procurement project; 403 strategic housing land availability assessment consultation; 404 Waste composition analysis; 405 Winsford junction improvements; 406 Local plan preferred policy directions; 407 Opportunity for local residents to meet and network with the council's key construction partners; Tea dance to celebrate older people's day; September bulletin for local councils; Partnerships Bulletin September 2012; Recycle First September, 2012

CPRE: Update; Fieldwork Autumn 2012;

Health: Cheshire and Wirral Partnership NHS Trust newsletter issue 16.

Policing. Western Rural newsletter w/c 3, 17, 24 September 2012.

Correspondence and survey per Mr J Dwyer, Conservative candidate for Cheshire's Police and Crime Commissioner.

Home Watch Police Inspector's Updates, Western Rural 4, 11 September 2012; Information from partner agencies; Seminar 25 September 2012, Ellesmere Port; Seminar on the magistracy 9 October, 2012; Distribution of yellow pages directory.

Clerks and Councils Direct September 2012.

General.

GovKnow training: Local government and good governance; Safeguarding children and young people: children and young people's conference 2012.

Journal of Local Planning: the early experience from the Localism Act.

Local Works: Sustainable Communities Act update Use of the legislation in connection with local issues including the promotion of shops and services, pubs and post offices and to encourage community recycling and allotments.

Ordnance Survey: mapping questionnaire.

Reaseheath College: Women Managing the Family Business training programme; Book keeping and tax for farming businesses; Enterprise Delivery Hub programmes.

Rural Services Network: Weekly e-mail news digest 3, 10,17, 24 September, 2012; Rural Opportunities Bulletin; Perceptions of the urban fringe seminar.



**Matters to be considered in the absence of the press and public.**

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

34 Possible enforcement issues.

(i) 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.

(ii) 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.