

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 3 June 2013 at 7.30pm in Guiden Sutton Village Hall.

Chairman: Cllr W Moulton.

Present: Cllrs D M Fisher, D Hughes, W Moulton, P M Paterson, M S J Roberts, S Ringstead.

In attendance, Cllr S Parker, J Williams Esq, Play and Leisure.

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. Declarations were a personal matter for each Member to decide with the decision to declare, or not, being the responsibility of the Member based on the particular circumstances.

(ii) Apologies.

Apologies were received and accepted from Cllrs I Brown, A Davis.

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

(iii) Confirmation of the minutes of the annual meeting of the Council held on Tuesday 7 May 2013. It was proposed by Cllr Roberts, seconded by Cllr Paterson that the minutes of the annual meeting of the Council held on Tuesday 7 May 2013 should be agreed. Cllr D Hughes proposed that the minutes should be amended to show in respect of all planning applications recorded therein the names of both Members involved in the consultation process, in line with the Council's protocol. This was not seconded. The Chairman indicated his assent to an amendment which would include the names of both Members involved in current applications only and not those which were retrospective. This was agreed. An amendment would appear in the July agenda.

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

(a) Cheshire Association of Local Councils, Chester Area Meeting (three representatives). These were agreed as the Chairman, Vice Chairman and Cllr Ringstead. It was noted that all Members were encouraged to attend but that in the case of there being more than three present, no more than three should participate in any vote which may arise.

(b) Cheshire Community Action Community Buildings Network. It was agreed that Cllr D Hughes should continue.

(c) CPRE. It was agreed that Cllr I Brown should continue.

(d) Guiden Sutton Village Hall Management Committee. It was agreed that Cllr A Davis should continue.

(e) Chester Villages Community Forum. It was agreed the Chairman and Vice Chairman should represent the Council but noted that all Members were encouraged to attend.

(f) Cheshire Police/PCC meetings. It was agreed the Chairman and Cllr Fisher should represent the Council.

(g) Membership of Traffic Group. It was agreed the core members should be the Chairman, Cllr Hughes and Cllr Paterson but that all Members were welcome to attend or offer an input.

(v) Appointment of office holders.

(a) Parish Rights of Way Warden. It was agreed Mr B M Lewin should be invited to continue.

(b) Parish Tree Wardens. It was agreed Cllr I Brown and Mr A Young should be invited to continue. 13/14 039

(c) Local Bus User Contact. At the suggestion of the Chairman it was agreed that Cllr Roberts should be appointed for the 2012/14 municipal year.

(d) Webmaster. It was agreed Mr B M Lewin should be invited to continue.

(vi) Code of Conduct. Further to his attending the training session previously minuted, the Clerk had modified the wording of the standing advice contained within the agenda but was seeking clarification as to the action to be taken by a Member with a Disclosable Pecuniary Interest. **Action: The Clerk.**

(vii) Dates of future meetings: Mondays 15 July, 2 September, 7 October, 4 November and 2 December 2013. It was noted Cllr Paterson would present proposed dates for 2014 to the July meeting.

(viii) Late information report 3 June 2013. The late information report for the current meeting was received and noted.

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

2 Community engagement.

(i) Public speaking time.

(a) Public speakers. There was no public speaking.

(b) Visiting Members, officers and wardens. Cllr S Parker kindly informed as to the launch of a Celebration of Sport throughout the borough with funds being available to assist the creation of a local sporting event; the summer programme of events throughout Chester including the Music Festival, the impending LDF consultation process and the need for reminiscences about the Great War to be sent to Susan Hughes, Director at the Grosvenor Museum. In response to a question from Cllr Hughes, Cllr Parker confirmed there would be an objection from the highway authority as to the proposal for affordable housing on Wicker Lane. Cllr Fisher, as an occupier, expressed disappointment at the quality of the research questionnaire he had received from the 2013 Housing Survey. Cllr Parker indicated he would take that up. Cllr Parker responded further to Members' questions and was thanked for his attendance.

(ii) Report of surgery held on Saturday 1 June 2013. **Cllrs Moulton, Roberts.** Issues had been raised around the lack of a 27 service on Bank Holiday Mondays and litter.

(iii) Parish Council drop ins. There was nothing further to report at this stage.

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

3 Planning.

(i) Current/New applications.

Existing use of part of Premises for Storage and Distribution (Class B8) with offices (Class B1) and Use of a Fork Lift Truck in breach of Condition 4 of Planning Permission for Conversion to B1 Business Use (Ref no 95/00330/COU) Chester House Hare Lane Chester Cheshire CH3 7ED
Ref. No: 13/01998/LDC | Validated: Tue 07 May 2013 | Status: Pending consideration. NEW

The Clerk.

The Clerk informed of the receipt of this application although, as previously advised, it would fall to be determined on the facts. In the circumstances he was taking advice from the local Member of the adjoining Parish Council and had also noted the terms of the original permission. A response, if appropriate, would be submitted to the Chairman and Vice Chairman for approval.

Extension to existing barn and change of use to stables.

Tile Farm Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL

Ref. No: 13/02001/FUL | Validated: Tue 07 May 2013 | Status: Pending consideration. NEW

Cllr Ringstead, Cllr Moulton.

Cllr Ringstead reported that on the basis of the submitted application and the position on the ground there was no objection. Members visited the previous concerns of occupiers on Wicker Lane as to traffic to the premises and the possible need for wider consultation.

Cllrs Ringstead and Moulton kindly agreed to make further inquiries on this aspect. It was noted that on the basis of a count, the agent had described the added traffic as negligible.

Change of use from redundant church to dwelling
Guilden Sutton Methodist Church School Lane Guilden Sutton Chester Cheshire
Ref. No: 13/01709/FUL | Validated: Thu 18 Apr 2013 | Status: Pending consideration
Cllrs Moulton, Davis. *No objection.*

Single storey rear extension.
10 Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EY
Ref. No: 13/01182/LDC | Validated: Tue 19 Mar 2013 | Status: Permitted. NEW DECISION.

Re-pollarding to tree T1 and crown reduction to tree T2 to reduce shading to rear garden
26 Cinder Lane Guilden Sutton Chester Cheshire CH3 7EN
Ref. No: 13/00663/TPO | Validated: Thu 14 Feb 2013 | Status: Permitted. NEW DECISION.

Erection of single storey rear and two storey side extension, and new garden shed.
111 Oaklands Guilden Sutton Chester Cheshire CH3 7HG
Ref. No: 13/01062/FUL | Validated: Tue 12 Mar 2013 | Status: Application permitted NEW DECISION
Cllr Paterson. *No objection had been raised subject to a request being made for an informative that all works should be on land within the applicant's ownership.*
It was noted the decision included a Party Wall Act informative.

Detached dwelling
Land Rear Of The Vicarage Church Lane Guilden Sutton Chester
Ref. No: 13/00704/FUL | Validated: Wed 20 Feb 2013 | Status: Application permitted NEW DECISION
Cllr Fisher. *No objection.*

(ii) Development control process.

There was nothing further to report at this stage.

(iii) Community planning.

(a) Parish Plan. Cllr Paterson reported on an implementation meeting, chaired by Mr R J K Bayton, held on 24 May 2013. Four groups were to be formed to take the main issues forward and volunteers were to be sought. Members were invited to indicate should they wish to join any of the groups.

(b) Neighbourhood Planning. There was nothing further to report at this stage.

(c) Affordable housing. Cllr Paterson reported on an open session for interested Parish Councillors and Ward Members held at the affordable housing scheme at the Cheshire Cat, Whitchurch Road, Christleton on Wednesday 15 May 2013. Cllr Hughes referred to the absence of the anticipated need survey in Guilden Sutton. This would be raised with the Housing Strategy & Enabling Officer, Strategic Housing and Spatial Planning, Cheshire West and Chester Council who had previously advised the data to inform numbers would be the Strategic Housing Market Assessment (SHMA). Any household survey would give the detail in terms of types and tenures of any dwellings.

Further to the indication by Cllr S Parker as to the sustainability of the site on Wicker Lane, proposed by Mr Phil Taylor, Strategic Team Group, the Clerk informed the developers had provided preliminary designs which had been circulated separately. In response to Cllr Hughes, he advised his understanding the proposal would be opposed by the highway authority as the lack of a safe route, other than by car, to local services was fundamental.

(iv) Strategic Planning.

(a) Local Development Framework.

(i) Consultation, accelerated timetable. Further to the advice kindly provided by Cllr Parker the Clerk informed the panel meeting on Monday 20 May 2013 had received reports on housing and the most recent strategic housing land availability assessment (SHLAA 2013). The extensive documents appear to suggest that market housing growth in Chester Villages would be lower than in many other wards. 13/14 041

Only two permissions, both at the vicarage, were extant in Guilden Sutton. In the SHLAA 2013, all green belt sites were discounted and those in Guilden Sutton appeared similar to the map held by the Council although there may be variations. The Clerk suggested Members may wish to note The Wood (Wood Farm) was shown as a discounted site on Green Belt grounds.

He further advised that recently published revised household projections for Cheshire West and Chester were significantly different to the previous 2008 projections, showing a decrease from 800 households to 495 households a year. In order to produce a sound Local Plan the evidence base needed to take into account this and other key emerging evidence before the publication stage. It was now hoped consultation would commence in August 2013. The statutory period of consultation was six weeks but as this revised timetable would take the consultation period into the holiday period it had been agreed it would be extended to eight weeks. Borough councillors had expressed concern that the most robust and up to date evidence for population and housing figures were available to inform the publication Local Plan.

(ii) Chester Green Belt. There was nothing further to report at this stage.

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

(c) Land to the rear of Hoole Hall, Chester.

The Clerk invited Members to note the proposal included housing and involved an improved junction with the A41 and Guilden Sutton Lane. He had circulated an agreed note as to the development prepared by the Friends of the North Chester Green Belt and extracts from correspondence as follows:

Agreed note.

On the 17th April, representatives of the Friends of North Chester Greenbelt were invited to a meeting with Sam Stafford, an Associate Director with the HIMOR Group. They are a privately owned land and property company who have a Planning Promotion Agreement with the owners of land near the Hilton Double Tree Hotel in Hoole with a view to promoting the land on behalf of them for building houses. They would then take a share of any disposal profits should the plan go ahead.

Whilst, it was refreshing to find, in this case a land promoter (as opposed to a developer), who adopted a different and more consultative approach compared to others that we have experienced, the 'Friends' position is that we do not currently accept the need for ANY erosion of the existing Greenbelt in order to meet the REAL housing need of the city of Chester.

The site: *The area of land on which they have the option covers about 20 acres and the proposal is that they would develop 15 of these (there are access & historical monument issues with the balance, but they would probably seek to overcome these). They are also interested in the possibilities for the remaining 20 or so acres of what, on the Chester GB Plan is 'Area 6', but have no formal agreement yet on this land. At a density of 14 units/acre, this could represent therefore anything between 200 and 450 houses.*

Ecology: *HIMOR are aware of the possibility of Great Crested Newts on the land and will shortly be starting an environmental survey.*

Affordable housing: *In line with planning protocols there would be approximately 35% of affordable housing which they felt would not be an issue for a builder since the land was being purchased at agricultural prices. However, the actual arrangements for such provision would be down to the builder and the Council, HIMOR incidentally would probably sell the land on with the permission (including such commitments) to a third party. Redrow was mentioned as a potential 'buyer' since they are already involved with work on the Hotel.*

Access: *There have already been discussions with Planning and Highways about access to the A41. They do not seem to think that there is anything insurmountable here as, 'There is quite a bit of land at the A41/ Guilden Sutton Lane junction.' It is to be hoped that any such solution does not include another 'Hamburger roundabout'*

Infrastructure: *We mentioned the issues of Doctors' surgeries (given that two of the Hoole surgeries are due to relocate to town) and school provision. These were noted as potential issues.*

Note provided to the Clerk by the developer in response to an inquiry from the Clerk re traffic issues.

Casual observation and experience has revealed what residents will be all too aware of: a delay for vehicles leaving Guilden Sutton Lane to join the A41. This obviously occurs due to the 'two movements' required to turn right out of the junction and join the A41 northbound, which means that both right and left turners out of Guilden Sutton Lane are delayed due to the single lane approach.

The proposals for access from Guilden Sutton Lane will add traffic movements to this manoeuvre, but the precise extent of that increase won't be known until we work up an up an initial masterplan. There is scope within our land, however, to widen Guilden Sutton Lane on this approach to provide dedicated left and right turn lanes, which would help alleviate some of this delay.

There is also scope to signalise the A41 / Guilden Sutton Lane junction and possibly provide a right turn lane into Guilden Sutton Lane from the A41 within the grass verge. Any signals would also have the potential to include controlled pedestrian crossings across the A41.

We have undertaken traffic counts at the junction to understand exactly how it operates as the basis for exploring the suitability of these options for improvements. These counts were undertaken at the end of April after the holiday period and the data I'm told has been received today so we'll be carrying out this analysis over the coming weeks.

(d) Petition for Amendment of the National Planning Policy Framework (NPPF). Members noted this e petition to the Government (previously circulated) which raised concerns at the effect of aspects of the NPPF on major developments in rural areas.

4 Quality Council issues.

(i) Training: (a) General Power of Competence. The Clerk would seek a future opportunity to attend training. **Action: The Clerk.** (ii) Training dates 2013. Members had noted the proposed training dates for 2013 and would advise the Clerk should they wish to attend.

It was noted a Councillor 3 workshop would take place in the Rajar Building, Mobberley on 13 June 2013 at 6pm for 6.30pm. The session would cover the following aspects of Parish/Town Council business:

To provide an opportunity for new and more experienced councillors to consider council meetings and procedural rules.

To help delegates become more aware of the way in which an agenda demonstrates that the council is acting lawfully

Cost: Members £30.00 per person.

It was agreed places should be sought for Cllrs Moulton and Ringstead. **Action: The Clerk.**

(ii) Quality Councils Forum. Members noted the scheduled forum meeting due to take place on Wednesday 22 May 2013 had been postponed.

(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. 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 by the Clerk as part of his weekly visits. The issues raised by Mrs Kirk would remain under consideration.

(ii) Improvement scheme. This would be revisited in due course.

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

13/14 043

6 Leisure Services

(i) Children's Playing Field.

(a) Grounds maintenance issues including litter bin emptying. Members noted the new grounds maintenance contractor was making progress in returning the field to specification. Further to the contractor proposing that minor remedial action should be taken to improve the field side goalmouth and to this being agreed subject to the cost not exceeding £50, the work was awaited. The Clerk informed he had approached Mr Arden for advice as to the future maintenance of the ditch and had received a helpful response.

(b) Mole infestation. The Clerk advised there were presently no issues.

(c) Basket ball equipment. Further to the Clerk reporting Play Inspection and Maintenance Services had expressed concern as to a possible hazard presented by the equipment, the condition of the hoop and backboard continued to be monitored.

(d) Further to a Member informing of the encroachment of an adjoining boundary hedge, this was being monitored.

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. (i) Upgrade. Further to Cllr Hughes referring to a possible future upgrade of the system, the ward members were aware of the possibility of an approach to their budgets during 2013/14. (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.** (iii) Maintenance. Cllr Paterson was to meet the contractor for a further one hour visit to enable an inspection to be carried out and a report and estimates to be prepared at a cost of £48 plus VAT.

(b) Inspections. (i) February 2013. The report for May 2013 had been received from Play Inspection and Maintenance Services and had been considered by Cllr Paterson. (ii) Annual inspection. Further to the Clerk informing that Morral Play Services had advised they would carry out the annual inspection at the same price as last year (£42.50 plus VAT) subject to numbers participating, there was nothing further to report at this stage. (iii) Equipment. Following the suggestion by Cllr Brown that the equipment might be repainted, no further action would be taken pending the outcome of the Clerk's inquiries as to a possible replacement playground. **Action: The Clerk.** (iv) Cleansing. Further to the Clerk informing that Messrs S&H Services had retired, an alternative contractor was being approached. **Action: The Clerk.**

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

(d) Grounds maintenance issues. Further to the advice of Mr J Williams, Play and Leisure (minuted beneath), who had spoken prior to this item, it was agreed an overall reduction of 50% should be sought in the boundary hedge on both sides.

(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. Mr J Williams, Play and Leisure, kindly attended to speak to his proposal to retain the two main items of equipment, to be refurbished, in addition to a complete replacing of the safety surfacing and the possible addition of minor items within a budget of £20,000. Mr Williams believed the effect would be a brand new play area. In response to long standing concerns as to the deterioration in the safety surfacing, Mr Williams believed these arose from environmental considerations arising from the hedging and its height on three sides of the playground rather than a structural failure but would inquire further of the specialist supplier. He further confirmed the basket ball net on the playing field, which was unsatisfactory, would be removed. Mr Williams responded further to Members' questions and was thanked for his attendance. It was stressed progress would be dependent on satisfactory financial arrangements including fund raising. The Clerk informed that in addition to Awards for All he would approach WREN for a Landfill Communities Fund Grant following advice WREN was actively seeking applications for funding. **Action: The Clerk.**

(iii) Public Footpaths.

(a) Footpath 7. There was nothing further to report at this stage.

(b) Footpath 2. There was nothing further to report at this stage as to the identified trip hazard reported by Cllr Roberts which had been referred to the Network Steward by the Clerk.

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

(d) Footpath 3 Further to the Clerk reporting he had been advised by the Public Rights of Way Warden of concerns as to the state of the bank and a leaning wall adjacent to Footpath 3 at the back of houses on Cinder Close, past the Bird in Hand (Grid ref: SJ448679) the matter had been referred through the Ward Members. A response was awaited. The Warden had believed it would be unfortunate if this was to fall on anybody particularly with the very wet weather possibly affecting the stability of the bank and had requested the Council to raise the issue with the Public Rights of Way Unit.

(e) Rights of Way Group. (i) Bank account. There was nothing further to report at this stage.

(f) Mid Cheshire Footpath Society. There were no action items to report.

(g) Greenway. There was nothing further to report at this stage.

(iv) Grounds Maintenance. The Clerk was awaiting an opportunity to inform the contractor the Council would expect to pay on the basis of the actual number of visits rather than the annual totals presented. **Action: The Clerk.** The Clerk informed the condition of the bank at the rear of the car park was being monitored during his weekly visits.

(v) Public Seats: Guilden Sutton Lane. The Clerk informed he was to arrange a site visit with Messrs Deva Forge to obtain estimates for refurbishing the 2 no public seats in the parish. **Action: The Clerk.**

(vi) Fox Cover. Landscaping. Further to the need for growth to be cut back, this would again be referred to Streetscene at the request of Cllr Paterson, Mr and Mrs Dawson, the occupiers of an adjoining property, having expressed concern the planting was taking their light.

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

(viii) Wild flower meadow. The Council would revisit this issue, the Area Highways Manager having advised that applications for the use of highway land would be considered subject to on site investigations to discount the presence of utilities.

7 Public transport.

(i) Services, general. C27. Further to Cllr Roberts indicating the 1335 service was not running, time table information was not being updated and passengers were being stranded by deviations from the expected route and to the Clerk informing that similar and related issues had been raised at the Chester Area Meeting, no response had been received from the Integrated Transport Service. The issue would be revisited.

8 Highways.

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

(ii) Issues with the highway authority, ownership by Traffic Group. The Traffic Group would consider if the outcome of the meeting held with the Area Highways Manager on Wednesday 1 May 2013 should be discussed further at the July meeting together with that of the walkabout which had taken place on Thursday 30 May 2013.

(iii) Current issues

(a) Speed matters.

(i) Community speed management. Further to Cllr D Hughes 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, Cllr Hughes was to discuss this with PC Boulton. **Action: Cllr Hughes.**

SID data for May 2013 had been circulated by Cllr Moulton. The Council noted the following dates for the use of the SID equipment: 7-21 June; 12-19 July; 6-13 September 2013.

13/14 045

The suggestion by Cllr Roberts that the possibility of sessions being held on a Saturday morning due to the volume of traffic in the village was being taken into account.

(ii) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. The issue had been referred to the Traffic Group and to PC Boulton. **Action: The Clerk.**

(b) School parking. With reference to the possibility of a residents parking scheme and to CCTV surveillance, the Clerk was to approach the appropriate officer from Cheshire West and Chester Council.

(c) Porters Hill. The current position was the issue raised by Cllr 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. The correspondence from the Drs Worth, Orchard Croft expressing concerns about the safety of that part of School Lane, particularly for the users of mobility scooters, which had been acknowledged by the highway authority, had been logged under reference no. 2118877 and passed to a Mr Ian McNeill to action. Further to Cllr Fisher referring to the possibility of land being made available to improve the footway, to which he again referred, the Network Steward, who had previously inspected and discussed the issue, had been advised.

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

(e) Planters. There was nothing further to report at this stage.

(f) Parking, Summerfield Road. The increase in the incidence of long term parking outside the shops continued to be monitored. Further to the receipt of correspondence from Mr John Browne as to parking conditions immediately to the front of the shops, this had been raised with the highway authority. A response was awaited. **Action: The Clerk.**

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

(h) 20 mph limit. Further to views on a 20mph limit being sought for the existing 30mph area within the parish the Clerk informed two responses had been received, one from Mr R Tushingham, 9 Orchard Croft, expressing general support but questioning the area which would be included and the second as follows from Mr Tony Birtles, 3 School Lane asking why such a limit should be imposed in certain parts of the village when it was not possible to enforce the current speed limit of 30mph. Mr Birtles suggested that 'flashing' 30 mph signs could be a low cost option to consider. The Clerk had indicated the capital cost was in the region of £7k - £8k. The issue would be referred to the Traffic Group.

(i) Guilden Sutton Lane: footway drainage. Further to the Network Steward informing works orders were being prepared to install two additional gullies in the footway to capture surface water run-off from the adjacent field, the Clerk informed that work appeared to have been undertaken within the field leading to a new drainage channel through the adjacent copse which discharged into the next field ditch.

(j) Winter gritting. (i) Old Hall Park. With reference to the Clerk reporting his understanding that occupiers on Old Hall Park had found it necessary to park their cars on the parish car park during the winter snow due to the condition of the road, a response remained outstanding from the highway authority to which the issue had been referred. (ii) Village Hall car park/shops. The suggestion by Cllr Davis relating to the provision of a grit bin as an alternative to a bag would be revisited in due course. (iii) Steps, Fox Cover-Church Lane. The suggestion by Cllr Roberts that provision might be considered for gritting these steps would similarly be revisited.. (iv) Correspondence per the Rev Dr Mark Hart. There was nothing further to report at this stage as to any response from the highway authority further to the Rector advising a car had spun on Porters Hill fortunately without any collision as it did not appear the road had been gritted the previous night and a strip of ice had formed possibly caused by water running down the road off the fields.

(k) Station Lane, reinstatement of SLOW markings. There was nothing further to report at this stage as to the refreshing of SLOW markings as had been requested.

(l) Guilden Sutton Lane, sweeping. There was nothing further to report at this stage following the request by Cllr Moulton which had been referred by the highway authority to Streetscene.

(iv) Lighting. (a) Faults. There were no faults to be reported. (b) Lighting, Heath Bank and junction Church Lane/Fox Cover steps. The issue would be revisited by the Council in due course, the Clerk having reported the lighting authority had informed the cost would be in the region of £650 - £750 for each installation.

9 Finance:

(i) Income:

Co-operative Bank Bank interest 2 May 2012	£ 2.00
Cheshire West and Chester Council Precept 2013/14	£16,423.00

(ii) Payments

NWN Media Newsletter distribution	£ 23.34 (inc £3.89 VAT)
PI&MS Inspection May 2013	£ 36.00 (inc VAT £6.00)
Mr R S Pierce Robs Garden Services	£ 480.00
Mrs P Blythe Playing field rent July – Sept 2013	£ 160.00

Clerk:

Expenses:

Postage	£ 1.00
Telephone	£ 0.00
Photocopies 682 @ 5p	£ 34.10
Mileage 8 @ 45p per mile	<u>£ 3.60</u>
	£ 38.70

Proposed by Cllr Paterson
Seconded by Cllr Fisher
and agreed.

(iii) Balances

Co-operative Bank 1 May 2013	£15,921.96
31 May 2013	£32,257.26
Scottish Widows 1 1 April 2013	£20,004.59
Scottish Widows 2 1 April 2013	£ 3,386.08

(iv) Finance: general.

(a) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, the Clerk informed he had sought further information from the Cambridge and Counties Bank which offered an improvement. The bank was jointly owned by the Cambridgeshire County Council Pension Fund and the University of Cambridge and was covered by the national £85,000 deposit guarantee. This would be revisited.

(b) Co-operative Bank. The Clerk invited the Council to note Moody's had further demoted the Co-operative Bank's debt. The advice appeared to be that no action was required by account holders.

(v) Report on contingency payments.

Budget:	£	983.00
Payments:	£	0.00

(vi) Audit issues. The Clerk invited the Council to approve the return, which had been circulated and the declarations contained therein for submission by the due date of 25 June 2013 subject to no adverse comments from the internal auditor. This was proposed by Cllr Fisher, seconded by Cllr Paterson and agreed.

(vii) Risk assessment. The Council considered its measures for managing risk and noted that initial consideration of any issues arising would be referred on an ongoing basis to the Audit Group.

(viii) HMRC: Real Time PAYE. The Clerk was progressing this issue with the Cheshire Community Development Trust which would be providing the payroll service. The Council confirmed the payroll agreement with the Trust. The Clerk reported the end of year submissions for 2012/13 had been submitted on time with the kind assistance of Cllr Paterson.

10 Environment Services.

(i) Waste collection and recycling issues. (a) Members continued to have concerns about missed collections from the Village Hall car park area and spillages.

(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 Hughes, was being monitored together with that of the steps opposite from Cinder Lane to Church Lane. (b) Temporary lengthsman. The Clerk reported further as to the trial, which included inspections of the playing field, play area and parish car park. (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. (d) A Member reported on action taken with respect to an incident of fly tipping on Belle Vue Lane.

(iii) Dog fouling: (a) Requests for additional bin - dingle path, Belle Vue Lane. This would be progressed by the Clerk in parallel with an approach to the warden service as to dog control in that vicinity. **Action: The Clerk.**

11 Trees and Hedges.

(i) Hedges. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges was noted. Cllr Brown would make further inquiries as to a standard proforma to advise individual occupiers as appropriate known to be in use elsewhere. **Action: Cllr Brown.** 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) 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. The Clerk believed some trees had been marked and would confirm. **Action: The Clerk.**

(iii) Hare Lane. Further to the concerns raised by Mrs G M Reeder, Cheviot, Hare Lane as to overgrowth obstructing sight lines and the size of trees at various locations on Hare Lane, the Clerk was informing Mrs Reeder of the response received from the Network Steward. **Action: The Clerk.**

(iv) Dingle path. Further to Cllr Hughes reporting a request from an adjoining occupier to fell two self set sycamores on private land adjoining this path which were stopping his enjoyment of oak trees in the group and to the Council agreeing it would have no objection subject to the consent of the landowner being obtained and, on the advice of the Tree Warden, approval being sought for the felling which was in a protected group, there was nothing further to report at this stage.

(v) Conifers adjoining parish playing field. Further to Cllr Fisher referring to the continuing growth of conifers in a property adjoining the parish playing field which he believed were now extending onto the field, these had been inspected by the Clerk who confirmed some encroachment as minuted above. **Action: The Clerk.**

(vi) Path rear Orchard Croft. Cllr Hughes referred to the need for this path to be cleared of overgrowth. The Clerk informed a request had already been made.

12 Cheshire Association of Local Councils.

Chester Area Meeting. The Clerk, as Honorary Secretary, reported a meeting had taken place on Wednesday 22 May 2013 at which the Head of Planning and Transport, Cheshire West and Chester Council, had been in attendance. He invited the Council to note the annual meeting of the Chester Area Meeting would take place on Wednesday September 11, 2013 at 6.45pm for 7pm in G1, HQ.

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

(iii) Resilience workshop Tuesday 11 June 2013, Ashton Hayes. To note this workshop will be attended by Cllr Paterson.

(iv) Local Councils assembly, Chester Town Hall, Thursday 27 June 2013, 7pm. It was agreed Cllrs Fisher, Hughes and Moulton would attend.

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

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Cheshire Police and Crime Commissioner/Cheshire Constabulary meetings. There was nothing further to report at this stage.

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

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

18 Newsletter. There was nothing further to report at this stage.

19 Memorial Garden. Cllr Paterson commented on the degree of growth within the garden, confirmed by the Clerk. Cllr Hughes kindly agreed to visit. **Action: Cllr Hughes.**

20 Bulb planting. There was nothing further to report at this stage following the Cllr Moulton indicating he wished to revisit the issue of bulb planting which he believed was a valuable activity for the Council to undertake and to Cllr Hughes indicating there had been little enthusiasm from Members in recent years.

21 Parish IT. (a) Members' photographs. The need for photographs of Members to complete the web page remained outstanding. (b) E mail addresses. The Council noted correspondence circulated separately by the web master re e mail addresses.

22 Primary School. Cllr Hughes reported further.

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 Community events. It was noted the fete would take place on Saturday 13 July 2013. 13/14 049

25 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 would be pursued by the Clerk. **Action: The Clerk.**

26 Enhanced broadband. Cllr Hughes reported on progress.

27 Village Hall Management Committee. Cllr Davis would report further to a future meeting.

28 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.**

29 Recognition of Volunteers. The Clerk advised a letter was in hand to Mrs Littler together with a supply of sacks.

30 Village hall trade waste. Further to Cllr Hughes informing of the possibility the borough council would cease to collect the non recyclables bin free of charge which would result in considerable expense to the hall, the ward members were being informed his concerns were supported as the same would apply to St John's Church Hall.

31 Members information items.

Former Methodist Chapel. Cllrs Ringstead and Paterson informed there had been an objection to the proposed change of use to a dwelling from a group wishing to purchase the property for use as a gospel hall. Parking would be an issue.

The Vicarage. Cllr Hughes referred to the disposal of the vicarage by the diocese.

Community film. Cllr Ringstead advised a community film showing would take place in the Village Hall on Saturday 15 June 2013.

32 Information correspondence.

Planning: Parish Online Newsletter - May Edition

Neighbourhood Planning: Cheshire West and Chester Council Neighbourhood Planning Update May 2013.

Leisure Services: Fields in Trust May ezine; Friends of the Millennium Green update;

National Association of Local Councils: Putting Communities First Conferences; NALC Chairman's update on meeting with DCLG Minister.

Cheshire West and Chester Council.

Member briefings:

508 – City of Culture. The briefing provides details of an initial bid for Chester to become UK City of Culture in 2017 recently submitted by Cheshire West and Chester Council. This follows on from Members' briefing 491 (28 March 2013), which provided information on the City of Culture bidding process. The bid document is attached for those on e-mail, for those receiving these briefings via paper mail, the bid document can be viewed shortly on the Council's website.

509 – Chester City Baths. The briefing provides information on essential works that need to be undertaken at Chester City Baths and the plans to undertake these works whilst minimising disruption to users of the pools.

510 – Members' pensions. This briefing provides information on the current consultation on proposals to close the councillors' section of the Local Government Pension Scheme from 31 March 2014.

511 – Independent Living Fund. This briefing provides information on the Independent Living Fund (ILF) Transfer Review Programme. Following a consultation on the future of the ILF, the government announced the closure of the fund in March 2015 and its transfer to local authorities. The briefing explains how this transfer will be achieved and its consequences for people with disabilities and for local authorities. 13/14 050

512 – Wirral University Teaching Hospital. This briefing highlights another consultation, which focuses on Wirral University Teaching Hospital's five year vision. Wirral University Teaching Hospital NHS Foundation Trust runs Arrowse Park and Clatterbridge Hospitals. Arrowse Park is one of Cheshire and Merseyside's largest general hospitals and Clatterbridge is a regional centre for specialist services, including oncology. The NHS Foundation Trust is now seeking to form a vision and strategic direction for the next five years, and is inviting feedback on this from its communities and partners.

513 - Integrated Community Care Teams. This briefing focuses on another strand of the Altogether Better programme and outlines how Integrated Community Care Teams across Cheshire West and Chester will deliver better outcomes and an improved care experience through a co-ordinated and proactive approach. The teams will include representatives from primary care, secondary care, mental health, social care, and community nursing services, and will provide community based support for older residents. They will be aligned to local populations, structured around clusters of GP practices, and will improve the management of services across organisations, and reduce duplication and referral times.

514 - Strategic Housing Market Assessment (SHMA). The National Planning Policy Framework states that local planning authorities should have a clear understanding of housing needs in their area and this should be done through a SHMA. The SHMA should identify the scale and mix of housing and the range of tenures that the local population is likely to need over the Local Plan period. Specialist housing research consultants ARC⁴ have been commissioned to carry out the work, which will involve a household survey along with extensive secondary research. ARC⁴ will be mailing out a self completion questionnaire to over 40,000 residents across the Cheshire West and Chester area during May 2013, with the findings and results scheduled for completion in July 2013.

515 - Celebrating Talent Art Exhibition. This art exhibition and competition celebrates the outstanding achievements of service users, and also care and support staff, in services for vulnerable people across Cheshire West and Chester. Building on the success of the previous art exhibition held in five Libraries, the creative talents of service users will be shown in a genuine art gallery, for the first time locally. People will also be able to view the art work on Facebook and vote for their favourite. The exhibition is being held in the Funky Aardvark art gallery in Chester, and will be open to the general public from 2pm on 15th June for two weeks. The official opening is at 11am on 17th June 2013, and Members are welcome to attend.

516 - Wearpurple Arts is a project run by Age UK Cheshire and supported by Cheshire West and Chester Council's Arts and Festivals Team. It gives people over the age of 50 the opportunity to work with professional artists to learn new skills and gain confidence in their creative abilities. Wearpurple believes that participation in the arts has a positive effect on people's wellbeing. The arts help to raise people's self-esteem, confidence and motivation and these experiences have wider reaching benefits in their everyday lives.

517 –The Queen Speech. The Queen announced the Government's legislative programme for the 2013/14 parliamentary year. In total nineteen bills, including two draft bills, were announced for the next year in Parliament, and this briefing focuses on the elements with the greatest relevance to local government.

518 - Provides details of a ten week pilot project providing additional weekend late night toilet facilities in Chester city centre. This is being done as part of a range of measures to address the ongoing issue of public urination, which is particularly a problem on the historic Rows. The effectiveness of these additional facilities will be monitored during the ten week trial which starts this weekend.

519 - A warning about sharks, however in this case the solution is not a bigger boat. The briefing highlights an initiative using £8,500 confiscated from convicted loan sharks to support 15 projects to highlight the dangers of borrowing from illegal money lenders, promote household/personal budgeting and reduce crime and disorder. The national Illegal Money Lending Team (IMLT) have worked in partnership with Cheshire West and Chester Regulatory Services to allocate the money taken from illegal lenders to local community groups.

520 - Contains information on the roll-out of superfast broadband including how Connecting Cheshire will be bringing fibre broadband to 96% of Cheshire premises, including over 80,000 premises in our rural areas, over the next three years under a £28.5m project between four Cheshire councils and BT.

521 - The fourth briefing covers a new method of community engagement, called a Community Leaders Debate, being piloted by the Council on 30 May.

The pilot will take place in the Northwich and Winsford locality and will give members of the public the opportunity to pose questions to a panel comprised of representatives from the Council's Executive, the police, fire, education and business. The former chair of the Weaver Valley Regeneration Board will chair the debate, which will also be webcast.

522 - Summer Reading Challenge, which gets three quarters of a million children throughout the UK into libraries to keep up their reading skills and confidence during the long holidays. The theme for the 2013 Summer Reading Challenge is Creepy House, illustrated by award winning Chris Riddell. The initiative will run in all Cheshire West and Chester libraries from 13th July 2013 until 7th September 2013 and children can join in the challenge at any time between these dates.

523 - covers the proposal from the governing body of Great Budworth Church of England Voluntary Controlled Primary School to change the school's category of Voluntary Controlled to Voluntary Aided. A period of public consultation took place between January and February 2013, and the overall feedback received was positive. The governing body therefore agreed to proceed to the next stage, resulting in a public notice being published in the local newspaper in April, followed by a six week representation period which has just ended. A report outlining the outcome of the process will be presented to the Children and Young People's Portfolio Holder in June, who will make the final decision as to whether to approve the change in category.

524 - highlights that with effect from 1 June 2013, Customer Services will be piloting new opening hours. Contact via telephone will be available between the hours of 8.00am to 7.00pm Monday to Friday and 9.00am to 12.30pm on Saturday. This pilot will run for six months and will be reviewed during this period to assess the impact on call handling. Speech recognition will also be piloted to enable customers to speak the name of the service they require rather than pushing buttons.

525 - news that the Council's pioneering nappy recycling scheme is to come to an end following a successful nine-month pilot. The scheme was initially intended to run for six months, but was extended due to its popularity, with approximately 1,500 participants across the borough. It is being brought to an end in July, following the news that project partner Knowaste has decided to close its only UK nappy recycling facility. Participating residents will be informed over the coming weeks on how the scheme will be closed down. The good news is that the Council's real nappy programme will continue, helping reduce nappy waste within the borough.

526 - Briefing on Christmas lights (yes, really). Given that we are still struggling to escape last winter, it feels quite early to be thinking about Christmas, however it does have a habit of sneaking up on you before you know it. Detailed guidance and information is now available to assist Members, town and parish councils and community groups who might be interested in extending the Christmas lighting provision in their area. Where changes to installations or new installations are being proposed, a site visit with a street lighting engineer to inspect the location where it is proposed to install the lights should be requested by 15 July 2013.

Connecting Cheshire superfast broadband update: Friday 26th April was a big day for this project, as Cheshire East Council, on behalf of the Connecting Cheshire Partnership, agreed a £28.5m contract with BT to deliver Fibre Broadband to over 80,000 premises in rural areas of Cheshire. The project will ensure 96% of homes and businesses have access to high-speed broadband by 2016, when combined with the commercial roll-out.

Letter to local councils re festive lights; Partnerships Bulletin May 2013 (Issue 51).

CSA Lecture Series 2013 - Members' briefing 483 (18 March 2013) covered the launch of the concept of a Local Design Review Panel at the first of the Cheshire Society of Architects Lectures for 2013. The next lecture in the series will be taking place at Chester Cathedral next Thursday (30 May 2013).

Cheshire Community Action: Connecting Communities 2013 Tuesday, July 9, 2013 from 9.30am to 4pm Crewe Alexandra Football Club Conference Suite.

Policing: Rural Inspector's Update 13, 23, 31 May 2013; Cheshire West and Chester Council licensed street collections.

13/14 052

General

Rural Services Network: Rural Opportunities Bulletin May 2013; newsletter 13, 20, 28 May 2013; Rural Vulnerability Service - Fuel Poverty, Broadband, Rural Transport; Rural Youth seminar 11 June 2013.

Matters considered in the absence of the press and public.

It was proposed by the Chairman, seconded by the Vice Chairman and agreed that the public and press should be excluded 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.

There was no part 2 business.

The meeting concluded at 9.59pm.

Date of next meeting: Monday 15 July 2013.