

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 3 March 2014 at 7.30pm in Guilden Sutton Village Hall Committee Room.

Chairman: Cllr W Moulton.

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

In attendance: PC R Boulton and three members of the public.

1 Procedural matters.

(i) Declarations of interest. Members were reminded 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. Consideration should be given to any pecuniary interest, outside bodies interest or family, friends and close associates.

(ii) Apologies. Apologies were received and noted from Cllrs Margaret Parker and Stuart Parker.

(iii) Minutes

(a) Minutes of the meeting of the Council held on 6 January 2014.

The Clerk informed these minutes should be amended to include:

Trees: Cllr Paterson referred to two trees on private land adjacent to the dingle path, previously advised to the Council, one of which had subsequently fallen across the path. She believed action should be taken by the borough council to deal with the remaining tree to protect the safety of users. **Action: Clerk to report to Streetscene supervisor.**

(b) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 3 February 2014. It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting of the Council held on Monday 3 February 2014 together with the amendment to the minutes of the meeting held on 6 January 2014 should be approved.

(c) Confirmation of the minutes of the extraordinary meeting of the Council held on Tuesday 11 February 2014. It was proposed by Cllr Paterson, seconded by Cllr Fisher and agreed that the minutes of the extraordinary meeting of the Council held on Tuesday 11 February 2014 should be approved.

(iv) Code of Conduct. There was nothing further to report at this stage.

(v) Dates of future meetings: Mondays 7 April (to include the Annual Parish Meeting), 12 May, 2 June, 21 July, 1 September, 6 October, 3 November, 1 December 2014.

(vi) Late information report 3 March 2014. The late information report for the current meeting was received and noted.

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

(viii) Royal Garden Party. Further to the Clerk informing the Council had been advised that this year's Buckingham Palace Garden Party, to which ChALC could nominate four guests, had been set for Wednesday 21 May, 2014, for which the Chairman had been proposed, the outcome was awaited. **Action: Noted.**

2 Community engagement.

(i) Public speaking time.

(a) Public speakers.

Mr B M Lewin. Mr Lewin spoke to the possibility of the applications for development at Wood Farm (nine dwellings including three affordable) and School Lane (14 affordable and four market) being considered together by the borough council's planning committee and also the combined effect of the two proposals on the character of that part of the village. The Clerk explained his understanding Wood Farm would be a delegated decision taken by officers and this was proceeding subject to the completion of the S106 Agreement relating to the affordable homes. Cllr Fisher believed the affordable dwellings in both proposals should be taken together in the determination of need being met.

(b) Visiting Members/Officers.

PC R Boulton. PC Boulton was welcomed to the meeting and advised of issues including some damage to signage close to the Greenway but outside the parish. A Member further advised of activity in the vicinity of the Greenway. Slight damage to the War Memorial was mentioned by Cllr Paterson. PC Boulton responded further to Members' questions and was thanked for his attendance.

(ii) Report of surgery held on Saturday 1 March Cllrs Roberts and Davis reported on the surgery held on Saturday 1 March 2014. Issues raised had included dog fouling and litter.

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

(iv) To note the Clerk attended the surgery held by Mr Stephen Mosley MP on Saturday 8 February 2014. It is understood no local issues with which the Council could assist were raised.

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

3 Planning.

(i) New and recent applications.

Single storey extension to the front elevation

Delgany Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL

Ref. No: 14/00418/FUL | Validated: Wed 05 Feb 2014 | Status: Pending consideration. NEW APPLICATION.

Cllrs Moulton, Brown.

Cllr Moulton reported:

Councillor I Brown and myself visited these premises on the morning of Monday 24th February, unfortunately the owner Mrs S Hunt was not in, we visited the property on the Eastern side known as Fairfields, here the owners were in favour of the alterations and said that it could improve the appearance of the premises.

We did not go to Freshfield which lies on the South Westerly side of Delgany as we understood that this property would soon be on the market.

Our final call was to Fiveways, this lies on the Western side of Delgany, here the owners were aware of the proposal but not of any detail, we spent some time showing the plans to them, what was not clear was how far the extension was going to be from the fence between Fiveways and Delgany, the owners of Fiveways expressed concern on this point and said they were not prepared to allow builders on their land if the extension was built up to the boundary or indeed for any future maintenance, if the proposed building were not come right up to the fence but an allowance was made for it to be built some distance away from the fence they would not have any objection.

Bearing the fencing issue in mind we have no hesitation in tendering no objection.

It was agreed no objection should be raised.

Single storey side extension (demolition of conservatory)
Ganilly Church Lane Guilden Sutton Chester Cheshire CH3 7EW
Ref. No: 14/00374/LDC | Validated: Mon 03 Feb 2014 | Status: Pending consideration. NEW APPLICATION.
The Clerk indicated that LDC applications did not normally attract consultation as they were determined on the facts.

Horse Chestnut in front garden, remove 1 cracked branched indicated on photograph, crown lift and prune back from new build as indicated, no branches over 100mm in diameter to be removed. Reasons for light and spacial effect on new build.

The Vicarage Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL
Ref. No: 14/00236/TPO | Validated: Wed 22 Jan 2014 | Status: Pending consideration. NEW APPLICATION.
For information only.

Residential development of 18 dwellings including 14 affordable units and associated vehicular access to School Lane.

Land Adjacent To Treetops School Lane Guilden Sutton Chester Cheshire
Ref. No: 13/05410/FUL | Validated: Fri 20 Dec 2013 | Status: Pending consideration.

Cllrs Moulton, Hughes.

The Clerk reported the following response had been submitted following consultation with Cllrs Hughes and Cllr Roberts (as proposer and seconder of the recommendation) and the Chairman.

The Parish Council wishes to object to this application. Those responding to the consultation overwhelmingly oppose development on this Green Belt site and question whether need has been established. These views mirror exactly those of residents who have attended a series of consultation events organised by the Parish Council. In addition, a majority of those responding to the independent housing need survey opposed development. No support has been indicated to the Council. On this basis the Council believes it must follow its long established policy, reflected in the adopted Guilden Sutton Parish Plan and in the comments of the Spatial Planning Team, of opposing what is clearly seen to be inappropriate development in the Green Belt.

The further principal concern is traffic issues. That part of School Lane is close to the primary school which has a higher than average proportion of out of zone pupils. Conditions at peak hours are difficult and the Council believes that if approved, the development should be set back to better reflect the traditional building line in the village and to allow vehicles to enter and exit in a forward gear thus avoiding reversing manoeuvres onto School Lane. The cumulative effect on School Lane/Guilden Sutton Lane and the junction of Guilden Sutton Lane and the A41, including the net increase of eight dwellings on the nearby Wood Farm site, should also be taken into account.

It is further believed protected species of Great Crested Newts and bats may be present on the application site. These should be assessed.

The Council also wishes to draw attention to inaccurate or incomplete information within the application which may cause concern as to other content. This includes references to access to Hoole Lane and Chester, the number of churches within walking distance and the frequency of bus services.

Should the LPA be minded to approve the application, the Council requests the following conditions

(i) Affordable housing. Social rented and part ownership affordable housing within the development should remain social rented and part ownership in perpetuity.

Prior to the commencement of development an affordable housing scheme should be submitted to the local planning authority for approval in writing. The scheme should include details of:

The numbers, type, tenure and location on the site of the affordable housing provision to be made.

The management of the affordable housing.

The occupancy criteria to determine the identity of prospective and successive occupiers including the identification of means to ensure such occupancy conditions are enforced.

The timing of the construction of the affordable housing and of any phasing in relation to the occupancy of the market housing. All affordable dwellings should be constructed prior to or at the same time as the market dwellings.

Arrangements to ensure that such provision is affordable for both the first and subsequent occupiers of the affordable housing.

Priority in allocating tenures should be given to those from within Guilden Sutton parish or with demonstrable close ties to it.

(ii) Materials. No development should commence until samples of the materials to be used for the construction of the external surfaces of the dwellings have been submitted for approval in writing by the local planning authority. These should reflect the vernacular of nearby properties. Development should be carried out in complete accordance with the approved materials.

(iii) Construction traffic. Prior to the commencement of development full details of arrangements for construction traffic for the development, including temporary highway vehicle and pedestrian routings, times and days of large vehicle movements to and from the site and suitable off-highway parking for all construction related vehicles and when required vehicle cleansing facilities, should be submitted to and approved in writing by the local planning authority. The development should then be carried out in strict accordance with the agreed details. No such traffic should be permitted to enter any part of the Oaklands estate, including Hill Top Road, or Arrowcroft Road or to wait at any time on adjoining lengths of School Lane, Oaklands and Arrowcroft Road.

(iv) Highway and footway access. No dwelling should be occupied until highway and footway access to it from School Lane has been constructed up to binder course level. The surface course should then be completed within a timescale to be agreed in writing by the local planning authority.

(v) Parking. No development should commence until full details of the parking facilities for cycles and cars have been submitted to and agreed in writing by the local planning authority. No approved dwelling should be occupied until car and cycle parking for the dwelling has been provided in accordance with the agreed details and the approved parking facilities provided should be retained at all times thereafter. Permitted development rights should be removed for the conversion of any garaging to residential.

(vi) Construction method statement. No development should commence until a construction method statement has been submitted to, and approved in writing by, the local planning authority. The approved statement should be adhered to throughout the construction period. The statement should provide for:

The parking of vehicles of site operatives and visitors in particular avoiding any on road parking at any time on adjoining lengths of School Lane, Oaklands and Arrowcroft Road.

Loading and unloading of plant and materials in particular avoiding any on road waiting at any time on adjoining lengths of School Lane, Oaklands and Arrowcroft Road.

Storage of plant and materials used in constructing the development.

Wheel washing facilities.

Measures to control the emission of dust, dirt, noise, vibration and light during construction.

A scheme for recycling/disposing of waste resulting from construction works.

The hours of construction.

No construction which should take place outside 8am to 6pm Monday to Friday and 8am to 1pm on Saturday or at any time on Sunday or Bank Holidays. In particular there should be no deliveries or movement of heavy plant and equipment during the hours of 8.15am and 9.15am, 3pm and 4pm and 5pm and 6pm to avoid peak hours including school traffic.

(vii) Landscaping. No development should take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the local planning authority and these works should then be carried out as approved. The details should include hard surfacing materials and a planting plan particularly to include the boundary with School Lane.

If within a period of five years from the date of initial planting any trees or shrubs planted in accordance with approved landscaping works are removed, die, become diseased or seriously damaged then replacement trees or shrubs should be planted in the next planting season of similar size and species.

(viii) Lighting. Prior to the commencement of development details of any temporary or permanent external lighting to be provided as part of the development should be submitted and approved in writing by the local planning authority. Development should then be carried out in accordance with the approved details.

(ix) Play area provision. Payment to Guilden Sutton Parish Council of any sums due for the improvement of play area provision maintained by the Parish Council should be due on occupation of the first dwelling within the development.

Erection of a detached dwelling
Land Rear Of The Vicarage Church Lane Guilden Sutton Chester
Ref. No: 13/05405/FUL | Validated: Tue 17 Dec 2013 | Status: Pending consideration.
Cllrs Fisher, Ringstead.

Initial response:

There is no objection to the principle of development but the Council believes that due to the design, scale, height and massing of the proposal the dwelling would fail at least to maintain or where possible improve the environment by harmonising with its surroundings as required by policy HO5 of the Chester District Local Plan which is retained in the Submission Draft Local Plan.

It is also noted the application is for a four bedroom dwelling yet the design and access statement and the submitted drawings indicate five bedrooms.

Advice from the case officer to Cllr S Parker re amended plans.

Although I did not feel the concerns raised by the local residents would warrant refusal of the above application, I thought it was worth discussing them with the agent to see if anything could be done to try and reduce the conflict/concerns.

The result is the attached plans. The height has been reduced to 0.75m below the previously approved house and although still wider, the house has also been moved further away from No. 1 Vicarage Close by one metre. No.1 Vicarage Close do have a number of windows in the elevation facing the site but these are all secondary/non-habitable rooms. Their main outlook is to the front and side.

Council's further response following consideration by Cllr Fisher.

The Council is not persuaded to depart from its objection but welcomes the fact the applicant has moved towards the objectors and hopes the amended proposal will be in keeping with that sensitive area of the historic village centre.

Replacement detached garage
The Vicarage Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL
Ref. No: 13/05299/FUL | Validated: Mon 23 Dec 2013 | Status: Pending consideration.
Cllrs Brown, Paterson.

No objection had been raised.

Residential development of 9 dwellings (demolition of existing buildings)
The Wood Farm School Lane Guilden Sutton Chester Cheshire CH3 7ET
Ref. No: 13/04057/FUL | Validated: Tue 17 Sep 2013 | Status: Pending Decision
Cllrs Fisher, Moulton.

No objection.

(ii) Development control process. (a) e notifications. There was nothing further to report at this stage.

(iii) Community planning.

(a) Parish Plan. Cllr Paterson reported the implementation group was going strong and proposed there might be a position statement to the Annual Parish Meeting as had been the case at an earlier stage. This was agreed.

(b) Neighbourhood planning.

Members' noted an initial Neighbourhood Plan meeting had followed the extraordinary meeting of the Council on Tuesday 11 February 2014. The most recent Neighbourhood Planning Newsletter from the borough council had been provided to the webmaster for circulation to both Google groups within the village.

Marigold article. Cllr Paterson advised the following article had been submitted to the Marigold.

NEIGHBOURHOOD PLAN

Concerned about the plans for the village? Want to influence future development in the village?

The Parish Council are looking to determine if there is enough interest in the village to set up a team to draft a Neighbourhood Plan. People are already stepping forward to help. Widespread consultations will be held, as it has to be agreed by the majority of the villagers, and approved by Cheshire West and Chester. Tattenhall are leading the way and what is involved can be seen on their website tattenhallpc.co.uk/the-parish-council/the-neighbourhood-plan/

Please keep an eye on the village noticeboards and website or sign up for our google-groups.

Members noted the following from Mr R Bayton.

A small number of us are forming a group to produce a Neighbourhood Plan. We have decided to invite those who might be similarly inclined to a meeting whose aim will be to exchange information, discuss what steps are needed produce a plan, and start to get a better feel for what is entailed.

Ideally, by the end of the meeting we would have, or be well on the way to having, a team that is prepared to put in the necessary work and move progressively towards our goal. Although this email is only addressed to a few people, possible members may be suggested during the meeting itself or later. But we have to start somewhere and the sooner the better. We would be grateful if a councillor or councillors could be present to help facilitate our discussions.

Seminar. Further to the Cheshire Association of Local Councils advising a Neighbourhood Planning Seminar *Getting Started* would take place on Wednesday 19 March 2014 at the University of Chester Academy Northwich (formally Rudheath High School), Shipbrook Road, Rudheath, Northwich, CW9 7DT from 10am to noon with a free introductory guide being provided to all attendees, Cllr Paterson kindly indicated.

Cllr Paterson further suggested a public meeting should be held to include a presentation by a speaker from Tattenhall and District Parish Council which had completed its plan. This was agreed. **Action: The Clerk.**

(ii) Bird in Hand Support Group. There was nothing further to report at this stage.

(c) Affordable housing.

(i) Appeal: Norley. The Clerk invited Members to note an inspector has allowed an appeal involving nine affordable homes and five market dwellings in Norley by Mosaic Town Planning which had been refused by CWAC purely on design grounds.

The following were relevant extracts from his report:

The appeal site lies opposite a frontage of detached and semi-detached properties while adjoining the site on the same side of the road are a pair of 'semis' and a detached property.

The Council advises that the site lies adjacent to the defined settlement boundary of Norley. The development therefore accords with the policy as a rural exception site subject to the extent of local community needs and whether it can be demonstrated that the properties will remain affordable in perpetuity.

I concludethe principle of a new development comprising a mixture of affordable housing facilitated by open market housing within or adjacent to a village in the Green Belt need not constitute 'inappropriate development' in the Green Belt as defined in the Framework.

Representations made on behalf of some of the people objecting to the development and Norley Parish Council dispute whether there is an essential local housing need for the 'affordable housing' and the basis on which the housing needs surveys have been undertaken. Whilst the assessment of local housing needs is not an exact science, I am satisfied on the basis of the evidence submitted that there is an established local housing need for the affordable housing put forward and that there is no evidence that this need has been eliminated by other developments allowed locally and recently. I am also satisfied that the degree of private housing put forward is small in scale and is necessary to make the overall development viable, and this type of provision of affordable housing is supported by the Framework.

(ii) Housing numbers. It was agreed Cllr S Parker would be asked to clarify if CWAC kept a detailed record of affordable housing permissions and completions. The Clerk understood this was the case. **Action: The Clerk.**

Cllr Fisher believed it important that affordable dwellings should be of an appropriate size, possibly bungalows. Cllr Paterson informed the need in Guilden Sutton was for three bed homes.

(iv) Strategic Planning.

(a) Local Development Framework. There was nothing further to report at this stage.

(i) Land at Hoole Hall (Hoole Gate). There was nothing further to report at this stage.

(ii) Publication draft Local Plan. Local Plan. Members noted the Council had been informed Mr Kevin Ward was the appointed inspector.

(iii) 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.

4 Quality Council issues.

(i) Training.

(a) Training dates 2014. Any Members wishing to attend any training in this programme would advise the Clerk. **Action: All Members.**

(b) Cllr 2 training session. Members noted ChALC would be running a Councillor 2 training session on the afternoon of Tuesday 4 March 2014 at Middlewich Community Church. The training session would cover the following aspects of Parish/Town Council business:

*Introducing Councillors to the powers and duties that local councils have
Linking the powers and duties to councils' policies and priorities
Examining the councillor's role in financial matters, including setting budgets, monitoring and audit*

Any Members wishing to attend would advise the Clerk.

(c) Planning seminar. Further to the Cheshire Association of Local Councils and the CPRE notifying a seminar on recent and ongoing changes to the planning system to take place at Middlewich Community Church, 34-36 Brooks Lane, Middlewich, , CW10 0JG on Tuesday 8 April from 1pm – 5pm at a cost of £20, Cllr Moulton kindly indicated.

(d) 'Effective Appraisals' training, Wednesday 2 April, 2014. Details of this training had been circulated separately by the Clerk. Members wishing to attend were requested to indicate to the Clerk. **Action: All Members.**

(ii) Quality Councils Forum. There was nothing further to report at this stage further to advice from the Cheshire Association of Local Councils that as the Quality Parish Scheme was under review nationally a decision had been taken to hold no further meetings until the new scheme was launched.

(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.

Further to Cllr Fisher indicating he had examined the surface of the car park and believed the edges should be cleaned and Cllr Hughes suggesting the boundaries should be tidied up and the retaining timbers, which had failed, should be removed an inspection would be carried out by Cllr Hughes and the Clerk. **Action: Cllr Hughes, the Clerk.**

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

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

(iv) Trees. Further to a neighbouring referred to renewed growth in the remaining trees on the grass bank and to the Council accepting an estimate from a reputable contractor, the Clerk informed the following work would commence at 8.30am on Monday 17 March 2014.

1 x Silver Birch tree - crown reduce to previous points and shape.

1 x Ash tree - crown reduce to previous points and remove re-growth.

1 x Sycamore tree - remove basal re-growth.

1 x Ash tree - reduce to previous pruning points.

2 x Whitebeam trees - remove basal growth, crown and crown reduce closest tree by approx 1/3 and shape. All arisings to be removed.

The cost would be £450.00 plus £90 VAT= £540.00

The Clerk was informing the Warden of the previous price and date. **Action: The Clerk.**

6 Leisure Services

(i) Children's Playing Field.

(a) Grounds maintenance issues including litter bin emptying. There was nothing further to report at this stage as to the minor remedial action taken by the contractor to improve the field side goalmouth. Further to the Clerk informing he had approached Mr Arden for advice as to the future maintenance of the ditch, there was nothing further to report at this stage.

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

(c) Basket ball equipment. Following the report by Play Inspection and Maintenance Services which had expressed concern as to a possible hazard presented by the equipment, the condition of the hoop and backboard continued to be monitored. Members revisited the estimate from Messrs Play and Leisure for replacement equipment and that from Messrs Deva Forge for repairs. It was agreed a further estimate should be sought from forge for the complete removal of the equipment.. **Action: The Clerk.**

(d) Further to a Member informing of the encroachment of an adjoining boundary hedge, this was being monitored, particularly as to the effect on the contractor when mowing the field.

(e) Inspector's report. February inspection. The Clerk invited the Council to note the following report from the inspector:

Pedestrian Access Gate. Gate wide open and not self closing.

Football Goals. Slight movement in goal posts. Consider using wedges in ground sockets.

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Basketball Goal. Backboard damaged and requires replacement. No support for panel where ring is fixed to it. Weld mesh on football goal below basketball requires treating for rust and painting. Eight weld mesh welds broken on football goal. Repair.

Basketball Goal tarmac surface. Reinstate tarmac edge as grass is over growing tarmac area. Difficult to cleanse surface if required.

Litter bin. No plastic bag liner in bin. Install one and replace each time bin is emptied.

General comments

Some grass reinstatement of goal mouth area has been carried out since last inspection. Unfortunately, some of which has been disturbed through use of pitch. Mesh on the football goal element of the basketball area has been damaged. One of the prongs of the mesh was sticking out at a 90 degree angle. This was hammered back into place. A cable tie was used to tie the prong back in place. This was prong was loose due to a broken weld fix. No litter or glass seen or removed during inspection. The backboard and goal ring on the basketball is a continued cause for concern. Repair / replace board and or ring or remove the board should be considered and actioned with the minimum of delay. A bin sack liner has been placed in bin and the pedestrian gate has been painted since December inspection. The gate has a latch, but no automatic closing mechanism.

(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. (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. Further to Cllr Paterson informing she had met the contractor for a one hour visit to enable an inspection to be carried out and a report and estimates to be prepared and to the possibility of entering into a service agreement, further information had been sought by the Clerk who reported a response was still awaited from Chester Security Systems.

(b) Inspections.

(i) February inspection. The Clerk invited the Council to note the following from the inspector:

4 no benches. Holes on surface of wood benches. Fill with wood filler.

Play Panels. Torx bolt fitting loose. Tighten.

Play Panels Surface. Joints between coloured surfaces are opening up. Fill in gaps.

Talk Tube. Cracks in both caps. Monitor and replace as necessary.

Toddler Multiunit surface. Joints between coloured surfaces are opening up. Fill in gaps.

Junior Multiunit. Slight movement in low level slide chute posts. Monitor.

Junior Multiunit surface. Joints between coloured surfaces are opening up. Fill in gaps.

General play area surface. Build up of algae and dirt in safer surface. Jet wash required. Autumn leaf fall. Remove.

General comments.

*No litter or glass seen or removed during inspection.
Torx bolt fixings loose again. Both fixings retightened.
No change in any of the old issues previously reported.*

(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.

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

(d) Grounds maintenance issues. Further to The Clerk having obtained an estimate for cleansing the safer surfacing with treatment to inhibit moss and algae growth for a longer period and the suggestion it might be possible for the Council to cleanse the surface itself, Cllr Hughes informed he had discussed the issue with the grounds maintenance contractor including the need for a method statement. No response had ensued and the Clerk was requested to issue a reminder. **Action: The Clerk.**

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

(f) Possible replacement playground. The Clerk reported the final document to unlock the £5,000 grant proposed by Awards for All had been issued and was being progressed.

(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 additional to that minuted beneath under Highways and Environmental Services. (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 Lane, there was nothing further to report at this stage. (e) Rights of Way Group. (i) Bank account. There was nothing further to report at this stage. (ii) Natural England "Paths for Communities" (P4C) scheme. There was nothing to report at this stage, the Public Rights of Way Warden having been informed. (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 confirmed Mr R Pierce, Rob's Garden Services, had been informed he had been reappointed for 2014/15 on the same terms as the current year. It was known two other organisations had similarly reappointed Mr Pierce.

(v) Public Seats: Guilden Sutton Lane. Following the request by the Clerk, Cllr Paterson reported she had checked the condition of the paintwork to the seat on Guilden Sutton Lane further to work being carried out by Messrs Deva Forge to repair and repaint the seat. It did not appear repainting had been carried out. This would be raised with the forge. **Action: The Clerk.**

(vi) Fox Cover. Landscaping. There was nothing further to report at this stage.

(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. The Chairman informed of wildflower planting on the A55.

7 Public transport. (i) Services, general. C27/DB8. There was nothing further to report at this stage. (ii) Bus stand, Guilden Sutton Lane. Overgrowth at this stand continued to be monitored, Cllr Roberts having expressed concern as to views being obstructed and the issue being reported to the Area Engineer.

8 Highways.

(i) Strategic issues: Chester's Transport Strategy: The Clerk advised that Gorse Stacks would be the principal terminus for those services which continued to run to the city centre. It was noted the Council had raised a strong objection. Cllr Roberts, Local Bus User Contact, informed that services to and from Guilden Sutton were not included in a proposed new strategy which would seek to terminate services at Park and Ride sites.

(ii) Issues with the highway authority, ownership by Traffic Group. There was nothing further to report at this stage.

(iii) Current issues

(a) Speed matters.

Community speed management.

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(i) Station Lane: 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.** It was noted Cllr Moulton had confirmed his understanding a survey had been promised on the road.

(ii) Flashing 30s. Members revisited the advice of the Area Engineer that he was unaware of any agreed protocol for the provision of such signs.

The Area Engineer believed that such requests should be assessed along the same general guidelines that had been introduced for speed limit review assessments, in as much that the current speed and safety records for any location should be considered.

As the current accident statistics were a matter of record he would arrange for a speed / traffic count to be undertaken on Station Lane as soon as is practicable and would base his decision for funding upon those when he had the results.

If both elements showed an existing problem the highway authority would match fund the cost of provision, however if only one or neither factor existed then the promoter would be required to fund the whole cost.

Members remained of the opinion the ward members should be involved in the provision of flashing 30s on Station Lane and that two should be installed by the highway authority on the basis of increased footfall due to the Millennium Greenway. The provision of a single flashing 30 within the built up part of the parish hopefully to be funded in part by the ward members, the PCC and the highway authority would continue to be pursued.

(iii) SID. Further to Cllr Moulton expressing concern about the standard of upkeep of the equipment, supported by Cllr Roberts and by Cllr Hughes, the Clerk reminded the Council this had been raised with the ward members who had asked to be informed should any difficulties arise.

Cllr Moulton advised the equipment had been booked for the following dates during 2014:

28th March to 5th April

9th May to 17th May

13th June to 21st June

11th July to 23rd July

12th September to 22nd September.

Although two week bookings offered to the Council during 2013 had given rise to capacity issues it was agreed that if offered as above these would continue to be accepted with the rota for the second week being shaped accordingly. **Action: Cllr Moulton.**

(iv) Community Speed Management scheme. In respect of the Clerk being asked to circulate a 'Community Speed Management' scheme regarding speeding issues produced by Cheshire West and Chester the Traffic Group would consider the guidance and perhaps raise the A41/Guilden Sutton Lane junction, Guilden Sutton Lane, Station Lane and Wicker Lane. **Action: Traffic Group.**

(v) Speed awareness campaign. Cllr Roberts having raised the prospect of a speed awareness campaign supported by the highway authority and the ward members this would be progressed by the Traffic Group. **Action: Traffic Group.**

(vi) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. The issue remained with the Traffic Group and PC Boulton.

(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. **Action: The Clerk.**

(c) Planters. Further to Cllr Moulton believing the planter on Station Lane had been relocated to accommodate the installation of a broadband cabinet, further inquiries had been made by Cllr Ringstead who confirmed the planter was undisturbed. **Action: Noted.**

(d) Traffic group. There was nothing further to report at this stage other than that minuted above. 13/14 181

(e) 20 mph limit. There was nothing further to report at this stage.

(f) Guilden Sutton Lane: footway drainage. There was nothing further to report at this stage.

(g) Winter gritting. There was nothing further to report to that minuted previously following the meeting between the Clerk and the Area Engineer on Monday 25 November 2013.

(h) Cycleways in the Guilden Sutton area. The completion of the reinstatement of the original crossing for pedestrians from Hare Lane to Hoole Lane was awaited.

(i) Parking, Guilden Sutton Lane. Further to that minuted previously following the meeting between the Clerk and the Area Engineer on Monday 25 November 2013 and the Chairman expressing renewed concern as to vehicles parking without lights within the 40mph limit, this had been reported to PC Boulton.

(j) Boundary fencing. Further to a Member referring to the condition of a length of boundary fencing adjoining a footway in the parish, this was being raised with the landowner. **Action: The Clerk.**

(k) Guilden Sutton Lane, sight lines. There was nothing further to report at this stage, Members having noted the Area Engineer had undertaken to monitor sight line issues at the junction of Heath Bank and Guilden Sutton Lane caused by parking and in the vicinity of the incoming bus stand caused by overgrowth.

(l) Station Lane, signage. Further to Cllr Hughes and Cllr Davis referring to defects with the village boundary sign and 30 signs, these had been reported. The Clerk believed action may have been taken and would inspect. **Action: The Clerk.**

(m) Gulleys, Oaklands. Further to Cllr Hughes referring to detritus obstructing gulleys, the Clerk informed sweeping had taken place. **Action: Noted.**

(n) Mobility issues. Progress on sites for action identified by Cllr Paterson and the Network Steward was being revisited by the Clerk. **Action: The Clerk.**

(o) Recent reports. Further to the Clerk advising the highway authority had confirmed the following issues relating to hedges on Wicker Lane, the footway on School Lane and signs in Station Lane, there was nothing further to report at this stage.

(p) Wicker Lane closure. The Clerk reported the following advice received from the highway authority.

Please note the following temporary road closure to enable Cheshire West and Chester Council to carry out jet patch repairs to the carriageway. The works are due to commence on Friday 14th March 2014 and are expected to last for one day.

Wicker Lane from its junction with Station Lane/School Lane and its junction with A51 Tarvin Road.

The diversionary route will be via A51 Tarvin Road, Hare Lane, Bellevue Lane or Guilden Sutton Lane and School Lane.

Access to properties and for emergency vehicles will be maintained.

Our reference is TRO/1869.

*Sue Webb
Technical Officer
Cheshire West and Chester Council*

(r) 41 Speed limit. It was noted a 50mph speed limit had been introduced on the dual carriageway section of the A56 in Hoole Village. It was agreed the Council's support for a similar limit on the A41 requested by Great Boughton Parish Council between Sainsbury's roundabout and Hoole roundabout should be restated. **Action: The Clerk.**

(iv) Lighting.

(a) Fox Cover. A fault affecting the light on the Fox Cover steps would be reported. 13/14 182

(b) Lighting, Heath Bank and junction Church Lane/Fox Cover steps. These issues were being progressed by the Clerk, with priority being given to Heath Bank. The lighting authority had previously informed the cost would be in the region of £650 - £750 for each installation. The Clerk reminded Members the Principal Lighting and Traffic Control Engineer had advised that generally such schemes would not be funded by the lighting authority.

Members noted the question of future power charges would need to be clarified.

(c) New lighting, Guilden Sutton Lane. It was noted similar energy efficient white lighting had been installed to that recently fitted elsewhere Guilden Sutton Lane. The Clerk understood the columns on the opposite side of the road would be removed. **Action: Noted.**

Members noted the following correspondence from Mr J M Jones which had been referred to the Area Engineer and copied to the ward members:

I would be grateful if you could enlighten me as to why additional street lighting has been erected on Guilden Sutton Lane, close to the junction with the A41.

A short while ago, I read in the Minutes of a Council meeting when the Council welcomed the prospect of the erection of these additional street lights. When I questioned the matter with Councillor Roberts, he informed me that it was the Highways Agency that was doing this and not the village Council. Did the village Council not have any say or input on matter?

These street lights have been erected on a stretch of road where there is no immediate housing (apart from Mr Hassall's house on the corner). I imagine there will be very few pedestrians using this footpath after darkness. Furthermore, there are already street lights on the opposite side of the road to give sufficient pedestrian lighting. Why do we need more?

The decision to erect these lights is even more puzzling when Councils are switching off street lights to save money, yet here we are, erecting more unnecessary lighting. Who will be paying for the electricity that these lights will be using?

If Councillor Roberts is correct in that it is a Highways Agency decision to erect these lights, how is it that they can find money to do this yet dozens of potholes in Chester have remained untreated for weeks? Clearly, they have got their priorities wrong. Is it any wonder people get exasperated with Councils and Agencies?

I'd be grateful for your comments on the matter.

Thank you in anticipation.

*J. Mike Jones,
9 Guilden Green, Guilden Sutton, CH3 7SP*

The following response has been received from the highway authority.

I refer to comments made by Mr Jones of Guilden Green in relation to the installation of new street lights on Guilden Sutton Lane. The streetlights installed are replacements for those on the opposite side of the road that are being obscured by vegetation. Once the power has been connected to the new columns the old ones will be removed. The new street lights are low energy LED lights that are more efficient and have a longer operating life than traditional lights. We took the opportunity while other work was being undertaken in the area to install the ducting/cables required to minimise disruption. I must disagree with Mr Jones as the footway in this location is well used by both dog walkers and residents.

In terms of the remainder of Mr Jones letter I am sure you will appreciate the demands of the various departments and different funding streams. Needless to say that we continue to monitor the highway network and make safe actionable defects as well as having a number of resurfacing schemes in the pipeline for when the weather improves.

*Andrew Coward
Engineer
Cheshire West and Chester Council*

9 Finance:

(i) Income:

Co-operative Bank

Current a/c Interest 3 January 2014	£	4.03
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(ii) Payments

PIMS February inspections Clerk	£	36.00 (inc VAT £6.00)
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Expenses:

Postage	£	3.60
Telephone	£	0.00
Mileage 8 @ 45p	£	3.60
Copies 587 @ 5p	£	29.35
	£	<u>36.55</u>

Proposed by Cllr Paterson
Seconded by Cllr Brown
and agreed.

(iii) Balances

Co-operative Bank Current a/c 31 January 2014	£26,336.07
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Scottish Widows 1 1 January 2014	£20,004.59
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Scottish Widows 2 1 January 2014	£ 3,392.45
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(iv) Finance: general. (a) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, the Clerk was monitoring possible alternatives. The Council had noted that Scottish Widows was to close the Council's existing products which currently attracted interest of 0.00% (no 1) and 0.25% (no 2) on 10 March 2014 and transfer both to separate Business Fund Deposit Accounts (both were currently trackers) paying 0.40%. **Action: Noted.**

(v) Report on contingency payments.

Budget:	£	983.00
Payments:	£	0.00

(vi) Audit issues: external audit. There was nothing further to report.

(vii) Risk assessment. The Council continued to consider 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: (a) Real Time PAYE, Returns. There was nothing further to report at this stage.

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

(x) Clerk's gratuity. The Clerk informed he was progressing the proposed transfers for 2012/13 and 2013/14 calculated as follows:

2012/13.

8.66hrs pw x 11.549 pr hr x 52 x 3.75% = £195.03

2013/14

8.66hrs pw x 11.665 pr hr x 52 x 3.75% = £196.99 (total £392.02). **Action: Noted.**

(xi) Budget and precept 2014/15. There was nothing further to report at this stage, the precept request for 2014/15 having been revised as follows, at the request of Members, to reflect the reduction in council tax grant.

Council tax scheme grant 2013/14	£ 702
Council tax scheme grant 2014/15	£ 639
Variation	£ 63

Proposed precept 2014/15	£16423
Less reduction in council tax scheme grant	£16360

Amount to be requested from borough council £16360 - £639 =	£15721.
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Resultant Band D local council tax charge £25.60 in 2014/15 (2013/14 £25.65).

10 Environment Services.

(i) Waste collection and recycling issues. (a) General. There was nothing further to report at this stage.

(ii) Amenity cleansing. (a) Areas of concern. 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. Overgrowth affecting that part of Wicker Lane in the vicinity of the vicarage where there was no footway and concerns as to the steps from Heath Bank to Guilden Sutton Lane were with the highway authority. (b) Lengthsman. The Clerk reported further. (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) Dog fouling: Requests remained outstanding for additional bins on School Lane and Garners Lane. Cllr Paterson continued to hope the bin recently installed on the dingle path at the rear of 46 Oaklands could be resited when the path was resurfaced to enable better access for maintenance equipment.

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 during the growing season continued to be 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 given their proximity to public footpath no 2, a response remained outstanding from the Public Rights of Way Unit although the Clerk had previously indicated he believed on inspection that some work had been carried out. With respect to the more recent request from the Streetscene supervisor as to the ownership of the land as she believed some felling was required, he believed this had been due to be carried out.

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

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(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 were being monitored as minuted above.

(vi) Hedge, access from Hill Top Road. It was noted the request to Streetscene for a cut in the Autumn had not been acknowledged and no action had been taken. This would be pursued with the Supervisor by the Clerk. **Action: The Clerk.**

(vii) Growth, Wicker Lane/Church Lane junction. Growth at this junction continued to be monitored.

(viii) Overgrowth, Heath Bank. It was noted overgrowth on the steps and adjoining the footway had been referred to officers attending the November meeting.

(ix) Fallen material CDS, Oaklands. Further to Cllr Roberts raising this issue, the matter had been reported by the Clerk.

(x) Visibility, junction Guilden Sutton Lane/Guilden Sutton Lane CDS. Cllr Davis referred to the ongoing concern as to visibility for emerging vehicles being obstructed. This was being raised with the Area Engineer. **Action: The Clerk.**

(xi) Large trees. A Member's concern at two large trees, thought to be protected, adjoining or overhanging the highway had been referred to the Tree Warden. It was understood some cutting back would be carried out.

(xii) Overgrowth, School Lane. Overgrowth at eye height obstructing the narrow length of footway on Porters Hill had been reported.

(xiii) Historic issues. Members who had historic issues detailed beneath were asked to advise the Clerk if they might be removed from the agenda:

(i) Hedges, Guilden Sutton Lane and elsewhere. (ii) Canopy, Porters Hill. (iii) Trees, land, Church Lane. (iv) Growth, Wicker Lane/Church Lane junction. (v) Hedge, Village Hall. (vi) Hedge adjoining ftpt 2. **Cllr Fisher.** (vii) Sycamore, Memorial Garden. **The Clerk/Cllr Brown.** (viii) Trees, Oaklands. **Cllr Brown/The Clerk.** (ix) Trees, dingle path. **Cllr Brown/The Clerk.** (x) Hedge off Hill Top Road (xi) Trees adjacent to Summerfield House (xii) Tree School Lane/Porters Hill. (xiii) Overgrowth, Wicker Lane, **Cllr Roberts.** (xiv) Concerns per Mrs Reeder, Hare Lane. **Cllrs D Hughes/Brown.** (xv) Overgrowth Guilden Sutton Lane/Heath Bank **Cllr Roberts.** (xvi) Overgrowth from tree, Hilltop Road. **Cllr Roberts;** (xvii) Falling branches, Oaklands CDS. **Cllr Roberts.**

12 Cheshire Association of Local Councils. (a) Chester Area Meeting. The Clerk advised the annual meeting of the Area Meeting would take place in May, 2014.

13 Cheshire West and Chester Council.

(i) Chester Villages Community Forum. There was nothing further to report. The inaudibility of proceedings would again be raised at an appropriate stage.

(ii) Community governance reviews.

(a) Guilden Sutton. There was nothing further to report to that minuted beneath.

(b) Mickle Trafford and District. There was nothing further to report.

Great Boughton.

The Clerk informed he had submitted the following response based on the argument that should the review committee wish to change the Guilden Sutton/Great Boughton boundary at Pipers Ash on the grounds it was no longer clear and distinct, the preference would be in general terms for the new parish boundary to run along the A41 and A51 to ensure all properties in Pipers Ash were within the same parish, the A41 being a clear boundary. This should be subject to consultation but in line with the previous consultation in Guilden Sutton, which favoured no change, would involve change for only a very few properties.

Thank you for notice of the publication of the community governance review for the adjoining parish of Great Boughton.

Should the borough council believe this would present an opportunity to deal with the parish boundaries on Hare Lane, which are historic and no longer clear, distinct or effective, we would offer the following comments.

Examination of the map will show the boundary between Guilden Sutton Parish and Hoole crosses the A41 at the junction at Guilden Sutton Lane and continues towards Vicars Cross as far as the railway line. It then returns along the line of the railway and meanders through Pipers Ash until it departs from the road where that section of Hare Lane was diverted as part of the construction of the A55 (dealt with under the Guilden Sutton review). The incursion across the A41 may have derived from the transfer of land in the former Hoole Urban District to Guilden Sutton in 1951 involving a gain of 209 inhabitants. I regret I hold no further information as to that issue apart from a sketch map dated 1908 which clearly shows the Guilden Sutton Parish boundary at that stage running from Guilden Sutton Lane to a point possibly near Ash Bank, beyond the continuation of Green Lane, and then running along the west side of Hare Lane.

The A41, a 70mph dual carriageway, has clearly superseded Hare Lane as an easily identifiable, clear and long-lasting boundary. As a major road, it is also a strong physical barrier between the hamlet and the built up areas of Hoole and Vicars Cross. At Guilden Sutton Lane, there was originally a crossroads to Hoole Lane but this was discontinued in the 1970s. Subsequently a ban on right turns from the A41 into Guilden Sutton Lane was introduced on highway safety grounds. Traffic approaching from Vicars Cross has to proceed to the Hoole roundabout and return along the A41 to Guilden Sutton Lane and Hare Lane. A pedestrian crossing exists from Hare Lane to Hoole Lane via the central reservation which also involves crossing the slip road from the A41 into Hoole Lane. This has recently been supplemented by an improved, separate crossing requested by cyclists. You may conclude, however, that crossing the A41 for pedestrians, particularly the elderly or those with push chairs and children, is far from ideal given the high volume of fast moving traffic in both directions. Pipers Ash itself has a one way link with the A41 along a historic continuation of Green Lane.

In the hamlet, the narrowness of the road means significant issues including traffic and development control impact equally on properties on both sides of the road although at present they are in separate parishes. It may therefore be considered, subject to the outcome of consultation, that community governance would be strengthened by identifying the A41 as a clear boundary between Guilden Sutton and Great Boughton which would unify residents on both sides of Hare Lane, who are part of the same community, within the same parish. Only a very small number of properties would transfer. Members may feel that being part of a parish which is not separated from the greater part of Great Boughton would secure more effective and convenient local government for the occupiers concerned.

Engagement with the residents to be transferred would be seamless as we have available an advisory committee to provide specialist guidance on any appropriate issues which may arise. Should no elected representative emerge from the hamlet in the 2015 elections, the committee would be constituted to include representatives of the community on Hare Lane to retain local knowledge particularly on highways and development control which are the issues which typically are of most concern to local people.

The parish council therefore suggests the present Guilden Sutton boundary on Guilden Sutton Lane should terminate on the centre line of the A41 and continue to the present Great Boughton boundary on the south side of the A51 at the junction of the A41 and A51. The area to be incorporated into the parish should then continue in an easterly direction along the existing Great Boughton boundary as far as the Guilden Sutton boundary on Hare Lane.

The review has no doubt gained considerable experience of the placing of parish boundaries on major roads but the Council would wish to emphasise the importance to it of the A41 as it leads to the principal access to Guilden Sutton from Chester. The junction at Guilden Sutton Lane will become of critical importance if at some stage the Hoole Gate development proceeds as all traffic from that proposal will use Guilden Sutton Lane to reach the A41. Members believe there are benefits in both Guilden Sutton and Great Boughton retaining an interest in the road, by virtue of the boundary occupying the central reservation, in order to make representations which may be needed as to speed limits and related matters.

I should be more than happy to discuss this further with you and of course to attend the appropriate meeting of the committee to assist Members.

He further invited Members to note the following extracts from submissions made by Cllr G S Proctor and by Great Boughton Parish Council:

Cllr Proctor.

Pipers Ash is now quite detached from Vicars Cross and the rest of the Parish by the A41, which was not built when the boundary was first drawn up.

It now sits more comfortably within Guilden Sutton Parish and it is worth noting that the children from Pipers Ash have been educated in Guilden Sutton School for generations having been in their catchment. This includes both of my own daughters. The same is true for social interactions. Even our postal address from the utilities and Royal Mail is Guilden Sutton.

Pipers Ash forms a harmonious part of the agricultural area of Chester Villages and has similar demographics to Guilden Sutton and Mickle Trafford as well as being part of the same ecclesiastical parish.

There is no one I know who lives in the hamlet of Pipers Ash who does not share the view that we should all be part of Guilden Sutton Parish with which we have such a commonality of interest.

For these reasons, and others, the boundary of Great Boughton should follow that part of the A41 to A51 and beyond as illustrated on the previously submitted map.

In addition I have noted the comments from Guilden Sutton Parish in response to our boundary review and agree with them.

Great Boughton Parish Council.

Importantly, where boundary changes are implemented, they should ensure the inclusion of the whole of that area of the community and not cut across it or through it. Any local residents who could be affected by boundary changes should be fully consulted beforehand.

Views submitted by Guilden Sutton parish council and copied to Gt Boughton are supported, as are personal comments and recommendations from one of our councillors, Graham Proctor.

Areas that are recommended for review are:

Dwellings across the A41 at Pipers Ash - they would be more naturally suited in Guilden Sutton parish instead of Great Boughton. The hamlet is detached from Vicars Cross and children living there have been educated at Guilden Sutton for generations. We understand that local residents living there are overwhelmingly in favour of becoming part of Guilden Sutton parish council.

Anomalies including..... the narrow strip of Littleton land behind the Chester Rugby Club stand along the A51.

(iii) Members budgets applications: Replacement children's playground, CCTV, flashing 30. There was nothing further to report at this stage.

(iv) Community resilience. Cllr Paterson reported further.

(v) Graveyard grant. The Clerk informed the PCC had kindly thanked the Council for obtaining the £250 graveyard grant. **Action: Noted.**

(iv) Local Council Assembly invitation – 26 March 2014. The Clerk reminded the Council to note the following received from Cllr Mike Jones, Leader of the Borough Council.

Dear Chairman

*LOCAL COUNCILS ASSEMBLY: Wednesday 26th March 2014
(6.00pm – 9.00pm)*

As you know we have established an annual 'Local Councils Assembly' where representatives of all Local Councils from across the borough are invited to meet with officers and Members of Cheshire West and Chester Council. We hope that this event provides an opportunity to share knowledge, build on best practice and further explore ways of working more effectively together for the benefit of all our communities.

I am therefore writing to invite up to three representatives of your Council to the next Local Councils Assembly which will be held on the evening of Wednesday 26th March 2014 at Chester Town Hall (Northgate Street, Chester). The evening will begin at 6.00pm with light refreshments (tea, coffee, sandwiches) and an opportunity for networking with your neighbouring Local Council representatives as well as Cheshire West and Chester Council Members and officers.

The programme for the evening will focus on the Council's Blueprint for Change, the review of the Local Councils Charter, and other current items of interest including New Homes Bonus and Locality Working. To assist with final arrangements, please can I ask you to confirm the name(s) of those attending from your Local Council, together with any special access or dietary requirements, to Emma Stevens by 14th March 2014.

We will also have the regular and ever-popular Question Time slot during the evening, so again, please let Emma know of any specific issues or questions that you would like to raise and we can ensure that the right people are there to provide the answers.

Further details, including a final programme, will be circulated to confirmed attendees prior to the event so please include the delegate's direct e-mail address (otherwise this will be sent via the clerk). I do hope that your Local Council is able to be represented at the Assembly and I look forward to meeting you there.

*Yours sincerely
Councillor Mike Jones Leader of the Council*

Members wishing to attend were asked to indicate to the Clerk.

(v) Future Arrangements for Local Council (Town and Parish) Elections. The Clerk invited Members to note the following from the Deputy Returning Officer (appendices circulated separately.)

Dear Town/Parish Clerk

Future Arrangements for Town/Parish (Local) Council Elections

As you are aware although your local council currently pays the full cost of any stand alone by-election (based on the agreed scale of election fees and charges that applies across Cheshire) no recharges are made for the all out combined elections held every 4 years.

This was the practice adopted by the predecessor authorities and was applied to the 2011 elections.

It is, and has always been, at the discretion of the former district councils, and now Cheshire West and Chester Council, whether to subsidise local elections. Across the country there has been a move to end subsidies, so that costs are borne by the towns and parishes that receive the benefits of having contested elections.

The cost of elections continues to increase and the present charging system does not comply with the Council's current policy which is that where it is possible to charge for goods or services, this should be done.

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With effect from 1 April 2014 it has been agreed that local councils should be recharged some of the costs for holding combined elections. Rather than putting in place a complicated formula based on various rates for hire of polling stations, poll staff, costs for printing and postal votes etc, which would result in smaller parishes paying considerably more per elector than larger town or parish councils, a fixed rate per elector is being proposed. This method as well as being more equitable also means that local councils will know in advance how much a combined election will cost and will be able to budget accordingly.

The amounts to be recharged will be as follows:-

Each Uncontested Election: £165.00 (admin fee) plus Returning Officer fee based on the number of electors (£16 per 1000 electors or part) as per the Cheshire scale of fees and charges

Each Contested Election: £0.85 per elector with a minimum charge of £547.50 (£500 admin fee plus the Returning Officer fee of £47.50 as per the Cheshire Scale of Fees and Charges.)

There will be a cap on the maximum amount recharged to ensure that no local council pays more than the actual additional costs incurred by CWAC in carrying out the election. The maximum amount recharged will be based on 2750 electors - £2337.50

The enclosures with this letter are:

Appendix A - giving examples of how the recharges will apply across a selection of local councils with differing electorates,

Appendix B – giving examples of the current costs of standalone elections with comparisons with what the recharge would be if based on a full cost recovery (taking into account that the election would be combined with borough and parliamentary elections)

Appendix C - a procedure for the recharging process

Appendix D - a copy of the Cheshire Scale of Fees and Charges.

It should be noted that that whilst the recharging proposals mean that local councils pay a contribution towards the cost of combined elections, the amount being charged does not equate to the full additional cost incurred by the Authority when combined elections are held - see Appendix B.

The Council is aware that this is a change in the way that elections are charged for and also that it is now too late for changes to be made in the submission of parish/town council precepts for 2014/15. In order to lessen the impact of this change, costs for scheduled elections in 2015 may be paid for in two stages 50% in 2015/16 and 50% in 2016/17.

Following the May 2015 elections the Council will review the arrangements and discuss with ChALC whether any changes are required. You will be notified well in advance of any changes that may be in place the 2019 elections. This will give you the chance, if you consider appropriate, to create an elections reserve to enable you to budget for the cost of contested elections over a period of years.

In relation to the 2015 elections the Council will be offering all Clerks the opportunity to attend briefings on the nomination and elections process. These briefing will take place in early 2015 and details will be sent nearer the time.

Yours faithfully

Mandy Ramsden

Senior Manager - Committees and Elections

Deputy Returning Officer

Democratic Services Cheshire West and Chester Council

Members discussed this proposal at some length and disagreed with its imposition. It was agreed the issue should be raised with the Ward Members and with the MP with a view to him raising the issue with the Secretary of State. **Action: The Clerk.**

14 Cheshire Community Action. The Clerk reported the receipt of an invitation to enter the Community Pride Competition 2014. It was agreed that for the same reasons as in previous years no entry would be made although awareness of the competition for a possible future entry would be raised through the website and the Guilden Sutton Facebook page. **Action: The Clerk.**

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing/Fire Service.

(i) Police and Crime Plan. The following advice was received via ChALC.

Dear Parish Council Chairman

I am currently in the process of refreshing my Police & Crime Plan, in which I set out my priorities for policing in Cheshire.

Feedback from over 1000 residents has been received which indicates that the objectives I set last year remain relevant to the public of Cheshire.

As well as consulting the public, I have taken into account the Chief Constable's view on current threats and the priorities set by local councils, criminal justice partners and the Government when developing the Plan.

Consultation is ongoing with relevant partners to develop the outcomes and requirements around Community Safety funding.

I want to continue making Cheshire a safer place to live and work and by consulting you, I can ensure that the Constabulary deal with issues that are most important to you.

To view the draft Police & Crime Plan for 2014-2016, and give your feedback, visit <http://www.cheshire-pcc.gov.uk/Your-PCC/Police-and-Crime-Plan.aspx>

Kind regards.

John Dwyer

Police & Crime Commissioner

Tel: 01606 364000

To find out more about my role as the Police & Crime Commissioner for Cheshire visit www.cheshire-pcc.gov.uk or follow me on Twitter @Cheshirepcc

MEETING WITH PARISH & TOWN COUNCIL REPRESENTATIVES

I would like to invite you to a meeting of Parish & Town Council representatives from across Cheshire West & Chester to be held on Wednesday 19 March 2014 at 6.30pm in the Edna Rose Room, Community Centre, Meadow Close, Off Crossfields, Tarvin, Chester, CH3 8LY.

As you will be aware I am fully committed to working with partners in order to improve community safety and I welcome the views of Parish & Town Councils on these matters.

I hope you are able to attend or if not please send a representative to the meeting.

To assist in making the necessary arrangements, please would you advise Lesley Booth, either by email lesley.booth@cheshire.pnn.police.uk or by 'phone 01606 364103, who will be attending from your Council.

I attach for your information a copy of the issues raised and actions undertaken from the last meeting.

I look forward to meeting you and continuing to develop a good understanding of each other's views and a positive working relationship.

Yours sincerely

John Dwyer

Police & Crime Commissioner

Cllr Roberts commented the Chief Constable was to retire and he hoped the Chief Constable Designate would not be minded to reduce the effectiveness of the Neighbourhood Policing Units. It was agreed the Chief Constable Designate should be welcomed and invited to continue with the present arrangements.

Action: The Clerk.

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Cllr Moulton indicated he would attend the meeting on Wednesday 19 March 2014.

(ii) Cheshire Police and Crime Commissioner. The possibility of installing a 'flashing 30' partly financed by funds held by the Commissioner would be pursued as minuted above. **Action: The Clerk.** (b) Crime. There was nothing to report. (c) Homewatch. There was nothing further to report at this stage following the appointment of Mrs C Royle as overall co-ordinator for the village. (d) Police and Crime Commissioner. There was nothing further to report to that minuted above.

18 Newsletter. A further issue would be prepared giving details of the budget and precept.

19 Memorial Garden. Further to the receipt of the letter and accompanying report from the Rector and Churchwardens to the Chairman, possible dates were being sought for a preliminary meeting. Cllr Paterson did not believe there was any need for changes to the names of the World War Two fallen. The Clerk informed of the possible cost of suitably sized non metallic plaques with inscriptions.

20 Bulb planting. There was nothing further to report at this stage following 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 advising there had been little enthusiasm from Members in recent years. Members would advise of any proposals for future planting sites.

21 Parish IT.

(a) Members' photographs. The need for photographs of Members to complete the web page remained outstanding.

(b) Google Groups (Parish Plan and Bird in Hand). There were no action items to report.

(c) Ownership of site. Further to Members revisiting the ownership of the site and the excellent work being carried out by the webmaster and to it being agreed the primary purpose should be to provide information to the community and that comment should generally be avoided particularly on sensitive issues, further consideration would be given to the terms of any disclaimer.

(d) Campaigns. The webmaster advised the new Guilden Sutton Action pages had been progressed as discussed at the February meeting. These were signposted from the home page leaving the decision whether to visit or not to the visitor. Cllr Fisher believed the Neighbourhood Plan should reside within the main site.

22 Primary School. Cllr Hughes reported further including the fact the Headteacher had suffered a broken arm whilst on a training course. The Council expressed its best wishes for a speedy recovery.

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

24 Community events. (i).Community cinema nights. Cllr Paterson reported the event on 1 February 2014 had been very successful. A further film would be shown on 26 April 2014.

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 Paterson reported further.

27 Village Hall Management Committee. An application form was being provided to the Guilden Sutton Community Association in connection with a possible grant towards the cost of a replacement heating system which would be used to pump prime other funding applications.

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. This would be pursued. **Action: The Clerk.**

30 Bird in Hand. It was noted the Support Group would meet again on 18 March 2014.

31 First World War anniversary 2014. Further to the Clerk reminding Members of this anniversary and suggesting some thought might be given as to what should be done including adding the names of the fallen of the Great War to the memorial garden, this would now be considered as part of the discussions with the Rector and Churchwardens.

32 Members information items.

Start time of meetings. Cllr Fisher expressed concern the meeting had started slightly early due to the clock in the committee room showing the incorrect time. It was agreed that in future meetings would take account of the time shown on members' smartphones.

33 Information correspondence. Members noted information items contained within the agenda and the late information report.

Matters considered in the absence of the press and public.

34 Highways issue. Further to a Member revisiting a highways issue which the Network Steward had understood would be resolved but on which no action had been taken there was nothing further to report following a further approach the Network Steward. **Action: Noted.**

The meeting concluded at 9.25pm.

Date of next ordinary meeting: Monday 7 April 2014 on the rise of the Annual Parish Meeting.