

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 6 October 2014 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr M S J Roberts.

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

In attendance: Cllr S Parker, Mr R Stewart.

1 Procedural matters.

(a) 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.

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

(c) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 1 September 2014. The minutes of the ordinary meeting of the Council held on Monday 1 September 2014 were proposed by Cllr Ringstead, seconded by Cllr Moulton and agreed.

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

(e) Dates of future meetings: Mondays 3 November, 1 December 2014. The Clerk informed he had confirmed the date of the Council election in May 2015 as the first Thursday and had advised Cllr Paterson in order to ensure compliance with the requirement for the Annual Meeting of the Council.

(f) Late information report 6 October 2014. The late information report for the current meeting was received and noted.

(g) Review of handling of information correspondence. The continued increase in the volume of information correspondence being received would be assessed by the Clerk at the request of Cllr Paterson pending a review by the Council as to arrangements for its handling.

(h) E circulation of Agendas. Members had previously noted the following from Local Works:

The first proposal to be submitted by a Parish Council under the Sustainable Communities Act has been successful. It asked that the government empower Parish and Town Councils to circulate agendas electronically if desired by the council. The proposal was submitted by Bleadon Parish Council and so a warm congratulations to them. This initial success shows the potential that the Sustainable Communities Act has to help Parish and Town Councils get things that they want and need to help protect and improve their areas.

Cllr Fisher had asked for this issue to be included in the agenda for the October meeting and Cllr Hughes had requested this should include consideration of the provision of tablets. The issue would be revisited at the November meeting.

2 Community engagement.

(a) Public speaking time.

(i) Public speakers. There were no public speakers.

(ii) Visiting Members/Officers.

Cllr S Parker kindly informed of current issues at Cheshire West and Chester Council which included the forthcoming budget meeting for 2015/16. The council was in the second year of a three year plan which was on course with no changes to policy. Cllr Parker referred to the proposed allocation procedure for the 17 affordable homes on School Lane to which he had objected due to the possible inclusion of applicants from outside the rural area which had been raised by the Clerk. The process was under challenge as the need survey had indicated sufficient demand from within the parish. Cllr Hughes pointed to the desirability of the availability of the dwellings being promoted locally to encourage a response from local people or those with ties to the village. Cllr Fisher raised concern that the borough council was seeking to pass cost to other bodies, including local councils and cited the requirement for taxpayers in the parish to meet the cost of future parish elections. Cllr Parker referred to the need for a further £49m of reductions in Government grant to be met by the borough and for everyone to bear part of this. Cllr Parker responded further to Members' questions and was thanked by the Chairman for his attendance.

(b) Report of surgery held on Saturday 4 October 2014. Cllrs Davis and Fisher had presided. Mr White had again raised the issue of sight lines being obstructed by overgrowth at the junction of the Guilden Sutton Lane diversion and the CDS which was already in hand. A constituent had raised the emerging proposal for a replacement church hall.

(c) Surgery due 1 November 2014. Cllr Fisher kindly indicated.

(d) Members noted the MP, Mr Stephen Mosley, had held a further surgery outside the Post Office on Saturday 20 September 2014. Ward Members had also been present. No issues had been notified to the Parish Council.

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

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

3 Planning.

(a) New and current applications.

First floor side extension

84 Oaklands Guilden Sutton Chester Cheshire CH3 7HG

Ref. No: 14/03619/FUL | Validated: Thu 21 Aug 2014 | Status: Pending consideration

Cllrs Brown, Davis.

Cllr Brown reported:

On Saturday 27th September, Alan and I went to see the occupants Mr and Mrs Carrington of 84 Oaklands, to discuss their planning application. They are proposing a first floor side extension, reconfiguring the first floor to give, amongst other changes, an extra bedroom with a front facing window that would come out a little further than the existing garage area. The garage itself would be converted to a store area with a shower and utility behind.

We also met with Mr and Mrs Dawson of 86 Oaklands who are adjacent neighbours. They have already raised concerns with CWAC planning services, as the first floor window would look directly into the rear elevation of their property resulting in a significant loss of privacy. Mr and Mrs Dawson note that similar neighbouring properties have had first floor extensions, but with a bathroom having obscured glazing or Velux window at the front and a bedroom to the rear.

In conclusion, the Council shares the view of the occupiers of 86 Oaklands that there is no objection to the principle of the proposal but similarly their concerns to loss of privacy arising from the first floor front window. Should this fail to meet the guidance the Council would object.

Response:

The Council shares the view of the occupiers of 86 Oaklands that there is no objection to the principle of the proposal but similarly their concerns as to loss of privacy arising from the first floor front window. Should this fail to meet the guidance the Council would object.

Discharge of conditions 3 (material), 4 (affordable housing), 5 (landscape layout), 6 (landscape management plan) and 10 (parking details) on permission 13/05410/FUL
Land Adjacent To Treetops School Lane Guilden Sutton Chester Cheshire
Ref. No: 14/03407/DIS | Validated: Wed 06 Aug 2014 | Status: Pending consideration.

The Clerk indicated that In connection with condition 4, affordable housing, Members may wish to be aware that Cllr R Parkin had raised affordable housing provision and allocations in his parish with the borough council. As this had relevance with Guilden Sutton, the ward members, as minuted above, had been asked to confirm our understanding that the allocations hierarchy should be Guilden Sutton, Chester Villages and adjoining rural wards with no allocations from within the urban area in the absence of links with the village. Pending this, a holding objection had been submitted.

Affordable housing allocations, School Lane.

Members further noted the following received by Cllr S Parker from Alison Amesbury, Strategic Housing and Commissioning Manager.

There is an application pending to discharge condition 4 (affordable housing statement) which was validated on 4 August 2014 but has not been agreed yet so we can influence the detail of it and advise that we want it amended to reflect our usual cascade. The usual cascade for rural schemes is as follows:

1st preference to residents of/local connection with the parish (Guilden Sutton)

2nd preference to residents of/local connection with adjoining parishes (Littleton, Barrow, Mickle Trafford, Christleton, Hoole Village and Great Boughton). Given this is an exception site it would be reasonable to restrict the list of eligible adjoining parishes to rural parishes only

3rd preference to residents of/local connection with the ward (Chester Villages)

4th preference to residents of/local connection with CWaC administrative area

5th preference to anyone deemed to be in need of such housing by the Council and Plus Dane.

Cllr Parker has indicated:

The allocation of the affordable houses must go to 1st, 2nd, or 3rd preferences only, to ensure that the affordable houses are reserved for Guilden Sutton and/ or Chester Villages residents only as per the needs surveys.

The borough council has added:

We include options 4 and 5 in a S106 or planning condition as a fallback in the event that there is nobody suitable with a local connection at the time of a letting at any point in the future to prevent a property being left empty. Having this cascade approach ensures that priority is always given to people with a local connection.

Two-storey dwelling (outline planning application)
Ashley House Hare Lane Chester Cheshire CH3 7ED
Ref. No: 14/03233/OUT | Validated: Mon 28 Jul 2014 | Status: Pending consideration.

Cllrs Fisher, Moulton.

Response:

The Council OBJECTS for the reasons set out in policy STRAT9 of the Publication Local Plan as it is not persuaded the development would not harm the openness of the Green Belt.

Erection of single storey extension and reconstruction of sunroom.
Killearn House Church Lane Guilden Sutton Chester Cheshire CH3 7EW
Ref. No: 14/03152/LDC | Validated: Thu 17 Jul 2014 | Status: Application permitted. NEW DECISION.
For information only.

Crown lift to various trees to 5-6m over carriageway and pavement.
1 The Hall School Lane Guilden Sutton Chester Cheshire CH3 7SX
Ref. No: 14/02705/TPO | Validated: Mon 23 Jun 2014 | Status: Application permitted
For information only.

Removal of condition 6 as approved under 13/05405/FUL to allow for the removal of Yew tree.
Land Rear Of The Vicarage Church Lane Guilden Sutton Chester
Ref. No: 14/02481/S73 | Validated: Tue 10 Jun 2014 | Status: Application refused
Cllrs Brown, Paterson.
Objection.

Residential development of 17 affordable dwellings 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: Planning permission.
Cllrs Moulton, Hughes.
Objection

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: Application permitted.
Cllrs Fisher, Moulton.
No objection.

Geophysical Survey for IGas Energy.

Further to the Clerk informing the Council had been consulted on this seismic survey comprising 11 survey lines covering 116.5km between Ellesmere Port and Chester and to the matter being considered by Cllr Fisher, Cllr Fisher informed no formal response was required. It was noted work had been due to start in late September 2014 and run through to October. The closest points of the survey to the parish appeared to be the A56 from the M53 to Mickle Trafford, adjoining lengths of the M53 roundabout and slip roads, the A51 between the A41 and the A55 and the road from Stamford Bridge to Little Barrow.

(b) Development control process. (i) e notifications. There was nothing further to report at this stage. (ii) Planning reforms. Members noted new proposals by the Department for Communities and Local Government, previously circulated, to make practical improvements on earlier planning reforms. The Chief Officer, ChALC had indicated the County Association and NALC would very much welcome any comments the Council wished to make. Members had not indicated any comments. (iii) Size of plans. Members noted the reduced size of the plans received in respect of First floor side extension, 84 Oaklands Guilden Sutton Chester Cheshire CH3 7HG Ref. No: 14/03619/FUL.

(c) Community planning.

(i) Parish Plan. Cllr Paterson informed of a forthcoming meeting of the Implementation Group.

(ii) Neighbourhood Plan. The group would seek to encourage momentum at further meetings to be held on October 14 and November 11. Cllr Ringstead hoped there would be a positive response from the community given the importance which would be attached to the plan.

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

(iv) Affordable housing.

There was nothing further to add to that minuted above.

(d) Strategic Planning.

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

(ii) Publication draft Local Plan.

Publication Local Plan – Main Modifications.

Members noted the following from the Programme Officer.

14/15 089

The Inspector's Schedule of Main Modifications is being published for a six week period of consultation starting Monday 8 September and ending at 5pm Friday 17 October 2014.

The Inspector is now inviting comments on the Main Modifications from all interested parties in this latest stage of the Local Plan (Part One) Strategic Policies Examination. The Main Modifications have been identified by the Inspector as those necessary to make the Local Plan (Part One) Strategic Policies sound. The Inspector will take account of all comments received before finalising his report to the Council.

Representations must be made to the Programme Officer and received by 5pm on Friday 17 October 2014.

The Council noted the main modifications had been dealt with briefly in Members Briefing 729 previously circulated. The schedule of main modifications required to make the Plan sound had been said to be fairly limited in nature and did not relate to the Plan's approach with regard to the overall housing requirement, the distribution of the housing requirement or the approach to Green Belt.

The Clerk further informed of the receipt of advice from the Chester Branch, CPRE as to suggested responses to a selected range of proposed main modifications proposed by the Inspector. These had been circulated to Members. It was agreed these should be supported given their implications for the Green Belt.

Action: The Clerk.

(iii) Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies - Issues Consultation.

The Clerk reported the very recent receipt of correspondence from the borough council requesting the Council to provide details of services and facilities within the parish, which the Clerk could complete and to identify future sites for development to inform the borough council's Land Availability Assessment and to assist in the preparation of neighbourhood plans. A response was required by 17 November 2014. It was agreed the Clerk would complete the factual response. Cllr Paterson would advise as to the inclusion of any sites for development or not given the Neighbourhood Plan was at a very preliminary stage. **Action: Cllr Paterson/The Clerk.**

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

4 Quality Council issues.

(a) Training.

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

(ii) Clerks & Councillors Induction training. No Members had attended the Clerks & Councillors Induction training session held on 3 September 2014 at Tarvin Community Centre.

(iii) Councillor 3 workshop, 23 September 2014, Cotebrook Village Hall. It was noted this training had been cancelled.

(iv) Councillor 1 training session. It was noted ChALC would be running a Councillor 1 training session on the afternoon of 8 October 2014 at Middlewich.

The training would cover the following aspects of Parish/Town Council business:
Introducing Councillors to their roles and responsibilities

To provide an opportunity for new and more experienced councillors to develop their knowledge and skills

To give councillors more confidence in carrying out their role.

The room would be available from 1.30pm with tea/coffee and biscuits available.

The session would commence at 2pm and finish at 4.30pm

Cost: £30 per person

14/15 090

Chairmanship 2 training session. It was noted ChALC would be running a Chairmanship 2 training session on the afternoon of 23 October 2014 at Congleton.

The training would cover the following aspects of Parish/Town Council business:

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

The room would be available from 1.30pm with tea/coffee and biscuits available.

The session would commence at 2pm and finish at 4.30 pm.

Cost: £30 per person

Any Members wishing to attend either of these courses were requested to kindly indicate to the Clerk.

5 Parish car park.

(a) 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.

There was also nothing further to report at this stage as to progress with confirmation of the specification for the agreed work costing £350 to the car park boundaries and surfacing. Cllr Hughes would speak to the contractor. **Action: Cllr Hughes.**

(b) Improvement scheme. Members were now minded to agree a concrete boundary topped by cobbles would be the preferred solution if a suitable contractor could be found. In the meantime the effect of the works referred to above would be awaited.

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

(d) Trees. The Clerk was informing the Warden of the previous price and date. **Action: The Clerk.** Further to the advice from the tree contractor of a split in the left hand side rear tree, the wardens would inspect although the advice was no action was required at present. **Action: Cllr Brown, Mr A Young.**

6 Leisure Services

(a) Children's Playing Field.

(i) Grounds maintenance issues including litter bin emptying. There were no issues to report.

(ii) Mole infestation. The Clerk advised there was presently one possible mole hill.

(iii) Basket ball equipment. See under replacement children's play ground.

(iv) 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. At the suggestion of Cllr Moulton a letter would be sent to the occupier requesting the hedge should be cut back to the boundary due to the nuisance arising. **Action: The Clerk.**

(v) Nets. There is nothing further to report at this stage as to the proposal by the grounds maintenance contractor for weighting the base of the nets to assist with grass cutting.

(vi) Inspector's report.

The inspector's general comments for August 2014 were:

No litter or glass seen or remove during inspection

No change in any issues previously recorded.

Detailed comments were:

Gate not self closing. Possible road safety issue for children exiting playing field.

Slight movement in goal posts. Consider using wedges in ground sockets. Football goal nets installed but no pegs used to secure. This a potential trip hazard. Secure net, remove or install only for matches and remove afterwards.

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. 8 weld mesh welds broken on football goal. Repair

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

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

Previous comment:

If the football on the road is a concern it is suggested we could install a barrier or let the top of the hedge grow. The latter option could obstruct views into playing field for casual supervision of the site.

(b) Children's Play Area.

(i) CCTV and CCTV protocol. (a) 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. (b) 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.** (c) 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 to which there had been no response by Chester Security Systems. A further approach would be made. **Action: The Clerk.**

(ii) Inspections. The Clerk informed the monthly inspections had now resumed following the completion of the replacement playground.

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

(iv) Replacement children's playground. The Clerk informed work had commenced on Monday 8 September. A revised risk assessment to take account of the school being open had been provided by Play and Leisure prior to the commencement of work. A copy of the specification sent to the contractor had also been made available and an assurance had been given that the contractor, with whom a site meeting had been held by the supplier, had been fully briefed on the requirements of the job and the problems the Council had experienced in the past.

Members noted small colour splashes had been included in the safer surfacing which did not comply with the specification. This had immediately been reported to Play and Leisure by the Clerk and the following response had been received from Mr T Buckley, Managing Director:

The main reason for the shrinkage last time was that the coloured surfacing was not laid when the initial black surfacing was laid.

What happens is that the stronger newer coloured wet pour will pull at the older weaker wet pour looking for the area of least resistance therefore creating the gap.

As this wet pour is all laid at the same time & by the same supplier you will not have any problems like the original surfacing.

The company used are our main safety surfacing contractor who we use nationwide on all of our jobs.

The surfacing also comes with a 5 year guarantee for peace of mind.

14/15 092

In view of the previous concerns and the specific request for an all black surface, it was agreed an extended warranty should be sought. **Action: The Clerk.**

Members further noted a satisfactory post installation report had been received from the annual inspector who rated the facility as low risk. The Council was also asked by the supplier to complete a final inspection and sign off sheet and a feedback questionnaire. It was agreed a cheque should be raised but not issued pending resolution of the issue minuted above.

(c) Public Footpaths.

(i) Footpath 7. Further to Cllr Hughes reporting this route was extremely muddy, possibly due to use by horse riders and to the proposal the issue should be raised at the Access Forum, the Clerk was making inquiries as to the appropriate officer to contact. **Action: The Clerk.** (ii) Footpath 2. There was nothing further to report at this stage. (iii) Footpath 1. There was nothing further to report at this stage. (iv) 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 rear of houses on Cinder Lane, there was nothing further to report at this stage. The Clerk would inquire of the warden if this should be revisited. (v) Rights of Way Group. (a) Bank account. There was nothing further to report at this stage. (b) Natural England "Paths for Communities" (P4C) scheme. There was nothing to report at this stage, the Public Rights of Way Warden having been informed. (vi) Mid Cheshire Footpath Society. There were no action items to report. (vii) Greenway. There was nothing further to report at this stage.

(d) Grounds Maintenance.

(i) Cheshire West and Chester Council. Members continued to monitor the volume of arisings remaining on verges, footways and amenity areas following visits by Streetscene.

(ii) Parish Council contract 2014/15. The Clerk reiterated the requirement for a revision to include regular maintenance of the safer surfacing in the refurbished play area from 1 October 2014.

(e) Public Seats: Guilden Sutton Lane/Wicker Lane. Members noted the Council would need to consider action for future maintenance following the closure of Messrs Deva Forge.

(f) Fox Cover: Landscaping. Cllr Paterson referred to the growth of the planting and Cllr Roberts to mossy growth.

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

(h) 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.

(a) Services, general. C27/DB8. Cllr Roberts reported further as to him contacting Mr R Thomas, Chief Executive of the Chester Race Company, with respect to disruption on race days and the need for alternative services and the issue of new drivers on the C27 service failing to implement hail and ride on the Oaklands estate. **Action: Noted.**

(b) 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.

(c) Relocation of Chester Bus Station to Gorse Stacks. Members noted the following from the borough council.

The Council is planning to relocate the Chester Bus Station to a new location at Gorse Stacks to make way for a major retail-led development in the Northgate area of Chester City Centre.

Gorse Stacks was endorsed as the Council's preferred location in February 2014 and a design concept for the new Bus Station was approved in July 2014. Work is now underway to progress the detailed design of the new facility.

Initial consultation about the new bus station was carried out in early summer 2014 involving local businesses, bus operators, disability groups and residents. Feedback from this has helped to inform the plans for the next stage of the design process.

We are keen now to understand people's views about the new bus station, the facilities it should offer and how we can ensure it is accessible for everyone. Your feedback will help us to design a bus station that meets the needs of bus users, residents and visitors alike.

Sharing your views

The consultation period will end on Sunday 12 October 2014.

It was agreed the Council's previous objection should be sustained and the Clerk should complete general aspects of the questionnaire on behalf of the Council. Members were encouraged to respond to the consultation in their own right. **Action: The Clerk.**

8 Highways.

(a) Strategic issues: Chester's Transport Strategy. There was nothing further to report at this stage.

(b) Issues with the highway authority, ownership by Traffic Group. It was agreed a meeting of the Group should take place to consider current issues.

(c) Current issues

(i) Community speed management.

(a) SID. Cllr Moulton reported the final session for 2014 had taken place between 12 September 2014 and 22 September, 2014.

(b) Community Speed Management guidance. In respect of the Clerk being asked to circulate a 'Community Speed Management' scheme regarding speeding issues produced by Cheshire West and Chester Council, the Traffic Group would consider the guidance and perhaps raise, Guilden Sutton Lane, Station Lane and Wicker Lane. The issue of the A41/Guilden Sutton Lane junction would now be covered by the proposed 50mph limit for the A41. **Action: Traffic Group.**

(c) 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.**

(d) Flashing 30s. Members were reminded the Area Engineer had undertaken to arrange for a speed / traffic count to be carried out on Station Lane as soon as practicable and would base his decision for funding on 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 Parish Council would be required to fund the whole cost.

(e) Flashing 30, Guilden Sutton Village. Further to the Clerk informing the Ward Members had kindly provided funding of £2,000 towards the cost of installing a flashing 30 within the village and funding of £4,751 therefore being available with unallocated New Homes Bonus towards the estimated 10 year cost of £8k, the Clerk had progressed the issue in principle, subject to consultation on the proposed location, with the Area Highways Manager. This had been logged on as 2127074 and passed to the relevant Engineer.

(f) 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.**

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

(h) 'Community Road Safety' seminar, Police and Crime Commissioner, Thursday 25 September 2014. This had taken place at the Police Headquarters in Winsford.

14/15 094

The speakers apart from the Commissioner, had include representatives from the Cheshire & Warrington Road Safety Partnership, the Fire & Rescue Service and examples from parish councils. The aim of the event had been to develop a better understanding of what and how community road safety issues could be addressed within parish and town councils. Cllr Moulton reported as to the use of flashing 30s and speed indicator devices in Cheshire East and to the data captured by these being shared more widely.

(ii) School parking. Cllr Hughes reported he had spoken to the appropriate parking officer at the borough council. A range of possible measures had been discussed to dissuade parents from inappropriate parking, including the use of the CCTV patrol and a request had been made for action to be taken. Cllr Hughes further informed the school was considering recording number plates. **Action: Noted.**

(iii) Planters. The possibility of a new position being sought for the Guilden Sutton Lane planter on the opposite side of the road where it would be a more appropriate gateway feature was being pursued by the Clerk. **Action: The Clerk.**

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

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

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

(vii) Cycleways in the Guilden Sutton area. The Clerk reported representations to the highway authority by Mrs S Proctor, which he had supported, that that despite earlier reassurances the original crossing in the centre of the carriageway had not been reinstated. The Principal Engineer subsequently responded as follows:

Please note that after previous dates from our Contractor unfortunately falling through, in conjunction with the Area Highways Manager discussing the works, Ringway are currently on site reinstating the section of footway within the central reservation.

(viii) 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 remained reported to PC Boulton. There was nothing further to report at this stage.

(ix) 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.**

(x) Guilden Sutton Lane, sight lines. 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 were understood to be being monitored by the Area Engineer. Overgrowth at the junction of the diversion and the CDS had again been reported by the Clerk.

(xi) Mobility issues. Progress on sites for action identified by Cllr Paterson and the Network Steward had been queried by the Clerk who had been informed the Steward had been abstracted for other work apart from his Network Steward duties. A request for the issue to be revisited would be submitted by the Clerk to the highway authority. These now included access to the greenway. **Action: The Clerk.**

(xii) A 41 Speed limit. Further to the receipt of the public notice proposing a 50mph limit on the A41 Ring Road from its junction with the A56 Hoole Roundabout to its junction with the A41/A5115 Whitchurch Road, a distance of approximately 2.33 kilometres, this had been strongly supported.

(xiii) Disabled parking bay, Summerfield Road. The surgery request as to the provision of a disabled parking bay in front of the Summerfield Road shops had been referred to the highway authority and had been logged on as 2127075 and passed to the relevant Engineer. It was noted any bay would be required to comply with the highway authority's specification and would entail the loss of more than one of the present informal parking spaces.

(xiv) Village Hall parking. Cllr S Davis reported a complaint that bays on the privately owned Village Hall car park were not sufficiently wide for parents with children.

(d) Lighting.

(i) Faults. With the approach of darker nights, Members were asked to continue to report faults to the Clerk for reporting with details. Cllr Paterson reported two day burners.

(ii) Lighting. (i) Heath Bank, Church Lane/Fox Cover steps. Further to the Ward Members very kindly agreeing funding of £1,500 for 2 no bracket lamps, Members noted that in connection with the proposed bracket in Church Lane the Lighting Superintendent had advised a shield to the lantern on the footway had not totally rectified the light shining into a bedroom window at The Stores, Church Lane. The lantern manufacturer was currently working on an upgraded version. If this provided a solution the Lighting Superintendent believed it might be possible to proceed with the proposed bracket on Church Lane. The Council further noted the intention was the new lights would meet the borough council's specification and form part of the existing adopted highway network. The Chairman reported he had visited The Stores and felt changes in circumstances since the original request for the Church Lane bracket might render the fitting unnecessary. **Action: Noted.**

9 Finance:

Finance

Co-operative Bank
Income 5 August £ 6.83

Payments

PIMS

August inspection
(playing field only) £ 18.00 (inc VAT £3.00)

BDO LLP

External audit £ 240.00

Post Office Ltd (HMRC)

BR tax July – Sept £ 282.20

Morrall Play Services Ltd

PI inspection £ 354.00 (incl VAT £59.00)

Play and Leisure Ltd

Refurbished playground £23486.28 (inc £3,914.38 VAT)

(This cheque would only be released on the authority of the Chairman and Vice Chairman.)

D M Fisher

Photocopying £ t/f

Mrs P Blythe

Playing field rent
Oct – Dec 2014 £ 160.00

Clerk

Salary

July – Sept 2014 £ 1,050.55 (net)

Lengthsman

July - Sept 2014

13 weeks @ £6.00 £ 78.00 (net)
£ 1128.55 (net)

Expenses

Postage £ 2.92

Mileage

16 @45p £ 7.20

Copies	
509 @5p	£ 25.45
	£ 32.65

Proposed by Cllr Paterson
 Seconded by Cllr Moulton
 and agreed.

(c) Balances

Current account	
1 September 2014	£40268.55
Scottish Widows no1	
1 July 2014	£20029.32
Scottish Widows no 2	
1 July 2014	£ 3398.23

(d) Finance: general. (i) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, this continued to be monitored.

(e) Report on contingency payments.

Budget:	£ 983.00
Payments:	£ 0.00

(f) Audit issues.

(i) Audit group. There was nothing further to report at this stage.

(ii) Missing cheques. The missing cheques to PIMS and Mr R Pierce (476 £18.00 and 477 £480.00 respectively) had been stopped at a cost of £12 each. Replacements had been raised.

(iii) External Audit. The Clerk reported the external auditor had qualified the accounts on the two technical points previously reported. These were the apparent failure by the Council to approve the accounts for 2013/14 by the due date of 30 June 2014 which Members recalled had taken place at the meeting on 2 June 2014 with a lengthy minute being purposely constructed. A copy of this had been provided to the auditor. The Clerk had been advised section 1 of the return should have been signed and dated at that meeting rather than at the July meeting when the remainder of the return had been completed. The second issue was the inclusion of the council tax support grant within the reported precept rather than as grant income.

Action: Noted.

(iv) Information Commissioner's Office. Free data protection and freedom of information workshops, 27, 28 and 29 January 2015, Wilmslow. The Audit Group would consider whether the Council should be represented. **Action: Audit Group.**

(g) HMRC: (a) Real Time PAYE Returns. There was nothing further to report at this stage.

(h) Insurance. Insurance. The Council noted the policy had been renewed and the documentation had been referred to the Audit Group for review. The Clerk advised a minor change to asset values at the children's playground had not led to an adjustment of the premium. This had been calculated on the basis of refurbished items remaining as existing, including the safer surfacing and the difference in value between the equipment removed (including the basket ball court) and new equipment installed. It had not been possible to account for the value of the former hard surfacing.

(i) 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.**

10 Environment Services.

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

(b) Amenity cleansing. (i) 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 former vicarage where there was no footway and concerns as to the steps from Heath Bank to Guilden Sutton Lane were with the highway authority. (ii) Lengthsman. The Clerk reported further. (iii) 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. (iv) Dog fouling: Requests remained outstanding for additional bins on School Lane and Garners Lane. Cllr Ringstead indicated a possible need for a bin on Station Lane to assist users of the greenway. (v) Streetscene. The continuing need for Streetscene to properly manage growth on the path at the rear of Orchard Croft had been raised with the supervisor. **Action: The Clerk.** Further to Members noting the existing supervisor, Kerrie Brice, had been replaced by Graham Jones to whom a snag list had been forwarded, no response had been received from Mr Jones. This had been pursued by the Clerk but no response had been elicited. Verge, Church Lane. Wicker Lane. Further to the correspondence from Mr Tony Fisher, Killearn House, Church Lane which had been referred to the supervisor there was nothing further to report at this stage.

11 Trees and hedges.

(a) 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.

(b) Land, Church Lane. There was nothing further to report at this stage.

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

(d) 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 there was nothing further to report at this stage. Cllr Paterson referred to the state of other trees adjacent to the path.

(e) 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, action would now be taken as minuted above.

(f) 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 had been pursued with the Supervisor by the Clerk. **Action: The Clerk.**

(g) Growth, Wicker Lane/Church Lane junction. Growth at this junction continued to be monitored. (minute 10 (b) refers).

(h) Overgrowth, Heath Bank. There was nothing further to report at this stage.

(i) Visibility, junction Guilden Sutton Lane/Guilden Sutton Lane CDS. Further to Cllr Davis referred to the ongoing concern as to visibility for emerging vehicles being obstructed, this issue was with Area Engineer.

(j) Overgrowth, School Lane. It was noted some overgrowth at eye height obstructing the narrow length of footway on Porters Hill had been removed, possibly by the occupier.

(k) Basal growth Oaklands. Basal growth on the oaks at the junction with School Lane and Oaklands opposite Wood Farm had been reported at the request of the Chairman. **Action: The Clerk.** 14/15 098

(l) Willow, the dell. It was noted this tree had been obstructing the footway but some pruning had taken place.

(m) Overgrowth 24 Oaklands. Members recalled the neighbour opposite had requested the possible removal of this overgrown planting in the highway verge on sight line grounds. It was noted similar such growth had been removed, officially or unofficially, at similar locations on Oaklands. A request had been made to Streetscene and the Clerk advised light pruning had been carried out. **Action: Noted.**

(n) Canopy Porters Hill. Cllr Ringstead referred to the presence of dead branches.

Members who had raised particular issues listed above were requested to indicate to the Clerk if they should remain on the agenda.

(n) Cheshire Landscape Trust. Further to Members noting the receipt of correspondence advising the Cheshire Landscape Trust, which administered the Tree Warden scheme, had been wound up at the end of April and the wardens had been passed to the Cheshire Wildlife Trust, the Clerk reported the receipt of a questionnaire as to the interest of wardens in volunteering. This had been referred to Cllr Brown as Tree Warden.

12 Cheshire Association of Local Councils.

(a) Chester Area Meeting. The Clerk reported a meeting had been held on Wednesday 24 September 2014. This had been advised of forthcoming workshops to be arranged by the borough council to deal with the revised arrangements for setting the 2015/16 precept and election charges.

(b) Annual Meeting. It was noted the Annual Meeting of the Association would take place on Wednesday 22 October 2014 at 6pm for 7pm at the Canal Side Conference Centre, Middlewich Community Church, 34-36 Brooks Lane, Middlewich, Cheshire CH10 0JG.

(c) Refresh of Parish Charter with Cheshire West and Chester Council. There was nothing further to report at this stage.

(d) Understanding the Fracking Debate, 28 October 2014, Chester.

Members noted advice from ChALC as to this debate entitled 'Securing Britain's energy needs; is Fracking the answer?' being hosted jointly by the Royal Geographical Society with the Institute of British Geographers and the University of Chester, Department of Geography and Development Studies.

The ticket only event would set out the issues for and against Fracking.

Members wishing to attend would indicate to the Clerk Friday 17 October 2014.

13 Cheshire West and Chester Council.

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

(b) Community governance reviews.

(i) Guilden Sutton.

The Clerk informed he had attended and spoken at a meeting of the Community Governance Review Committee which had recommended to the full Council that this Council's proposal should be implemented as submitted. In summary this was:

1) *the boundary of the existing parish of Guilden Sutton be redrawn to the north at Guilden Sutton Lane to transfer the land situated between Guilden Sutton Lane and the Railway Line from Hoole Village parish to Guilden Sutton parish;*

2) *the boundary of the existing parish of Guilden Sutton be redrawn to the north at Guilden Sutton Lane to transfer the properties of Park Farm, Unit 1 Park Farm, Unit 2 Park Farm and The Cottage Park Farm from Mickle Trafford parish to Guilden Sutton parish;*

14/15 099

3) the boundary of the existing parish of Guilden Sutton be redrawn to the south-west at Hare Lane / A51 to transfer the land adjacent to Chester Rugby Football Ground from Littleton parish to Guilden Sutton parish;

4) the boundary of the existing parish of Guilden Sutton be redrawn to the west at the A41 to transfer the properties of Sunnyside, Oakleigh, Ash Villa, Linton, Holly House, Ash Cottage, 1 – 3 Railway Cottages, Berwyn, 1 - 4 Yew Tree Villas, 1 – 18 Ash Bank and 1 – 2 Green Lane from Great Boughton parish to Guilden Sutton parish.

(ii) Mickle Trafford and District. There was nothing further to report at this stage.

(iii) Great Boughton. The Clerk informed the final recommendations for Great Boughton parish included:

1) the boundary of the existing parish of Great Boughton be redrawn to the east at the A41 to transfer the properties of Sunnyside, Oakleigh, Ash Villa, Linton, Holly House, Ash Cottage, 1 – 3 Railway Cottages, Berwyn, 1 - 4 Yew Tree Villas, 1 – 18 Ash Bank and 1 – 2 Green Lane from Great Boughton parish to Guilden Sutton parish;

Further to Cllr Fisher suggesting information should be sought as to the precept levels in Guilden Sutton and Great Boughton this was being researched by the Clerk. **Action: The Clerk.**

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

(d) Community resilience. Cllr Paterson reported further. Members wishing to attend future workshops, details of which had been circulated, were requested to advise the Clerk. **Action: All Members.**

(e) Future Arrangements for Local Council (Town and Parish) Elections. It was noted these would be dealt with at the proposed workshops minuted above.

(f) Precepts. The disparity in precepts across the borough raised by Cllr Fisher was being researched by the Clerk. **Action: The Clerk.**

(g) Councils Together event, Tuesday 16 September, 2014, Cheshire View. It had not been possible for the Council to be represented at this event, designed to continue to develop innovation and closer links and to share good practice amongst Local Councils across the borough.

(h) Our Priorities – A Community Debate

The Council noted the following advice from the borough council:

An interactive, online debate is being held with CWaC Executive Members on Wednesday 1st October (6pm – 9pm). The event will be chaired by Jim Hancock and questions will be sent in live via social media.

Background

Last year, Cheshire West & Chester Council consulted on a three-year budget. We are progressing our financial plan and are on track to deliver what was agreed by council in March. Moving forward, we want to look to 2017/18 and beyond. We are holding an interactive debate with the public to share progress so far and ask for views on what matters most to people in the years ahead.

Our Priorities – A Community Debate

The community debate will take place online from 6pm to 9pm on 1st October with the CWaC Executive. We are asking the public to send questions to us in advance, which we will use to help shape the broad themes of the event. People can also submit questions 'live' – which will be included 'impromptu' as related topics are discussed. The debate will be chaired by Jim Hancock who has a wealth of experience and has supported the council on a number of other similar activities. You can watch and contribute to the debate via the link to 'Our Priorities' on the council homepage: www.cheshirewestandchester.gov.uk

A booklet has also been prepared to provide supporting information for this event and beyond. The document sets out our progress and seeks views on future priorities (2017/18 onwards). The booklet is available online via the council homepage and in hardcopy on request.

Building on engagement

This event will build on existing consultation with the public, including previous years' budget consultations, Make or Buy consultations and service specific engagement.

As always we continue to welcome views at any time. We will be collating feedback arising from the booklet and event over the next 12 months and intend to use it to shape the council's future plans for 2017 and beyond.

Action: Noted.

14 Cheshire Community Action. (i) Community Pride Competition 2015. There was nothing further to report at this stage. (ii) Cheshire Playing Fields Association, AGM, 23 October 2014. Correspondence was noted..

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing/Fire Service.

(a) Policing.

(i) Crime. There were no action items to report.

(ii) Homewatch. There were no action items to report.

(iii) Cheshire Police and Crime Commissioner. The possibility of the proposed 'flashing 30' being partly financed by funds held by the Commissioner would be pursued in the event of evidence which met the guidelines becoming available. **Action: The Clerk.**

(iv) PCSO Jake Connolly, Police Community Support Officer 21599. There was nothing further to report at this stage.

(b) Cheshire Fire Authority. There were no action items to report.

18 Newsletter. A further issue would be prepared in due course. Cllr Hughes suggested the distributor should be requested to indicate the extent of deliveries in Pipers Ash. This was agreed. **Action: The Clerk.**

19 Memorial Garden.

(i) Replica plaque. The Clerk was progressing the proposal for an interim replica plaque to the existing showing the fallen of the Great War and a thorough tidy of the garden prior to Remembrance Sunday. The Chairman reported he had recently met the daughter of one of the fallen of WWII.

(ii) Traffic arrangements for Remembrance Sunday. The Clerk informed he had raised this issue with the highway authority who had referred the issue to the borough's Events Development and Commissioning Officer who had in turn informed the Police events planner.

20 Bulb planting. Members who wished were proceeding informally with the Council reimbursing the cost of bulbs up to the budget provision of £100 in total.

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) Business section. There was nothing further to report at this stage.

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

(f) Hosting by the borough council. There was nothing further to report at this stage as to the indication the borough council would cease to host the site at the next renewal. Further inquiries were being made by the Clerk. **Action: The Clerk.**

22 Primary School. Cllr Hughes reported further.

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. (a) Community cinema nights. Cllr Ringstead informed a further evening had been held on 4 October 2014. (c) Christmas tree project. There was nothing further to report at this stage following the promoters attracting a welcome grant of £1,000 from the ward members' budgets.

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. The Clerk informed the webmaster, in his private capacity, was pursuing the delay in connecting higher speed broadband to the School Lane cabinet.

27 Village Hall Management Committee. Cllr Hughes reported further.

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, although it was noted at least one substation had been repainted.

29 Sale of electricity.

Members noted the campaign group Local Works had been informed the proposal that all parish and town councils should have the right to sell electricity they generated from local schemes was supported in principle.

30 Emerging proposal for a replacement Church Hall. It was agreed that ongoing informal contact to find a solution acceptable to all would be in the hands of the Chairman and Vice Chairman with the Council being fully informed.

31 Members' information items.

The Orchard. Cllr Paterson reported an approach from the owner of The Orchard seeking guidance as to the Council's possible position as to development. A response rehearsing the current position as the Council understood it together with a general comment had been provided by the Clerk for which the Council had been thanked.

Belle Vue Lane – fly tipping. Cllr Ringstead reported she had drawn the Clerk's attention to fly tipping in the farm access approaching the A55 bridge. This had been reported although it was likely the borough council would regard this as a matter for the landowner.

Boundary Wall, School Lane. A Member suggested that recent works had highlighted previous concerns raised with the Network Steward. The issue would be revisited with the highway authority. **Action: The Clerk.**

Sight line, Copple's corner. Cllr Moulton expressed concern at sight lines being obstructed by cars parking on the verge/footway. This would be referred to the highway authority. **Action: The Clerk**

32 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.

33 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, this would be revisited with the highway authority following the absence of the Network Steward as minuted above. **Action: The Clerk.**

The meeting concluded at 2151.

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14/15 103