

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 2 March 2015 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr P M Paterson (Cllr M S J Roberts present and in the chair from 7.45pm).

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

In attendance: Cllr S Parker, I McNeill Esq, Area Engineer, Cheshire West and Chester Council.

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. Cllr D Fisher, The Clerk (indisposed).

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 2 February 2015. The minutes of the ordinary meeting of the Council held on Monday 2 February 2015 were proposed by Cllr Ringstead, seconded by Cllr Davis and agreed.

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

(e) Dates of future meetings: Mondays 13 April, 11 May, 1 June, 13 July, 7 September, 5 October, 2 November and 7 December 2015.

The Clerk had reported that as the Parish Council remained unchanged as a result of the community governance review his inquiries had confirmed the Council may proceed with the Annual Parish Meeting at 7pm on the date of the April meeting of the Council provided Members were mindful of the fact this would be within the pre election purdah period. Comment should therefore be confined to the work of the Council as a whole which largely mirrored the Council's normal approach. Similarly the annual meeting of the Council may take place on the proposed date even though, should there be a contested election, Members of the new Council would not be declared until the immediately preceding Saturday (possibly Friday). **Action: Noted.**

(f) Late information report 2 March 2015. 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. Further to the Clerk reporting a successful application submitted by a Parish Council under the Sustainable Communities Act empowering Parish and Town Councils to circulate agendas electronically if desired by the council, the issue was in the hands of the Audit Group which would also consider the provision of tablets should a migration to paperless business be considered to be desirable. **Action: Audit Group.**

(i) Royal Garden Party, Buckingham Palace, Tuesday, 12 May 2015. Members noted the following from ChALC:

I am delighted to advise you that the two successful council nominations for this year's Buckingham Palace Garden Party are Mottram St Andrew and Great Boughton.

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(j) Parish election 7 May 2015. Further to attending a helpful briefing for clerks organised by the borough council the Clerk had informed the election would be called no later than 20 March 2015 with the closing date for the receipt of nominations/withdrawals by the borough council set at 9 April, 2015 at 4pm.

It was preferred that Clerks should attend by prior appointment with all nomination papers for their parish. This should be well in advance of that date to allow an informal scrutiny by election officers and time for papers to be returned for correction in the event of any major error. The Clerk had suggested Members should aim to complete their papers as soon as possible after the election was called and in any event by Monday 30 March 2015 as he had obtained an appointment on Tuesday 31 March, 2015. It was understood election packs would be provided to the Clerk which again the borough council preferred should be used rather than those which may be downloaded from the Electoral Commission through the borough council web site.

2 Community engagement.

(a) Public speaking time. There were no public speakers.

(ii) Visiting Members/Officers.

Mr I McNeill, Area Engineer, Cheshire West and Chester Council. Mr I McNeill, Area Engineer, kindly attended to deal with aspects of the Scottish Power cable lay and helpfully responded to other current issues.

Mr McNeill informed the timing of future road closures was uncertain at this stage although it was known the required closure of Wicker Lane could be for a four week period.

Speed assessments had suggested no action was required within the 40mph limit although within the 30mph limit a speed activated sign was justified in the vicinity of Belle Vue Lane. This would be progressed by Locality officers. **Action: Warmly welcomed.** It was noted this proposal would release funding already obtained for a second sign elsewhere within the village.

In relation to the 5 no replacement trees consequent upon the Scottish Power cable lay, proposed locations should be referred to Mr McNeill who would consult tree officers.

An inspection would be made of drainage issues at the site of the historic flooding which had recurred on Guilden Sutton Lane in the vicinity of Garners Lane on the opposite side of the road and recently close to the entrance to the Wilding Business Estate.

Members were pleased it would now be possible to widen the footway between Newhall Rise and The Hall following a favourable indication by the adjoining occupier who was reconstructing the boundary wall. It was noted legal costs may arise.

The Area Engineer also kindly undertook to investigate the following issues: Guilden Sutton Lane, uneven footpath o/s nos 2-4; Guilden Sutton Lane, damaged verge o/s nos 72-74.

The Clerk would advise the Area Engineer of any further outstanding issues. **Action: The Clerk.**

Cllr S Parker. Cllr Parker kindly attended to inform the Council of current issues before the borough council. It was noted the Council Tax proposal with no increase had been approved with no opposition.

(b) Report of surgery held on Saturday 28 February 2015. To follow. Issues arising would be minuted at the March meeting.

Cllrs Roberts and Hughes kindly indicated for the surgery due 28 March 2015.

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

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

3 Planning.

(a) New/current applications.

Two storey side extension and porch
8 Arrowcroft Road Guilden Sutton Chester Cheshire CH3 7ES
Ref. No: 15/00694/FUL | Validated: Wed 18 Feb 2015 | Status: Pending consideration
Cllrs Hughes, Davis.

Oak tree, reduce crown to manage size.
8 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 15/00084/TPO | Validated: Fri 16 Jan 2015 | Status: Pending consideration. NEW APPLICATION.
For information only.

Erection of a Performance Centre (Class D2)
Chester Rugby Union Football Club Hare Lane Chester Cheshire CH3 7DB
Ref. No: 14/05366/FUL | Validated: Wed 07 Jan 2015 | Status: Pending consideration. NEW APPLICATION.
The Clerk.

The Clerk had informed he had elicited information from both the Agent and the Applicant re the traffic impacts of this proposal which was independent of the club. The building would not be 'open' as in the case of a fitness centre and those using it and their coaching staff would attend at predetermined times. No more than 10 cars were expected to be present at any one time. **Action: Noted.**

Single storey extension to side and rear
52 Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EY
Ref. No: 14/05173/FUL | Validated: Tue 09 Dec 2014 | Status: Planning permission.
Cllrs Paterson/Fisher.
No objection.

Proposed demolition of existing single storey extension and erection of part two storey rear extension and single storey rear extension including alterations to the existing garage roof to create a pitched roof.
Ashley House Hare Lane Chester Cheshire CH3 7ED
Ref. No: 14/04682/FUL | Validated: Wed 05 Nov 2014 | Status: Application permitted. NEW DECISION.
Cllrs Fisher/Ringstead.
No objection.

Single storey side extension and internal alterations
105 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 14/04484/FUL | Validated: Fri 07 Nov 2014 | Status: Application permitted.
Cllrs Fisher/Ringstead.
No objection.

First floor side extension
84 Oaklands Guilden Sutton Chester Cheshire CH3 7HG
Ref. No: 14/03619/FUL | Validated: Thu 21 Aug 2014 | Status: Planning permission.
Cllrs Brown, Davis.
No objection in principle.

14/03407/DIS | 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. Application permitted.
The Clerk.
Objection.

The Clerk had advised Members would be aware a small number of people had advised they had been unable to register an interest using the information on the board. Inquiries had suggested this had been due to a lack of information or misunderstanding at that stage at the other end. Cllr S Parker had been asked to clarify. In the meantime work on behalf of one particular family had produced consistent advice that those wishing to register for rental properties should contact Trust Home Choice by phoning 0300 123 2442 Option 1 or online www.trusthomechoice.co.uk and those with an interest in shared ownership should contact Adactus on 0300 111 1133, info@adactushousing.co.uk. This would be advised in the newsletter. Members also agreed the information should be placed on the website and in the Post Office. It should be noted the Council had no input into the allocations. **Action The Clerk.**

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.

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

(c) Community planning.

(i) Parish Plan. There was nothing further to report at this stage further to Cllr Paterson reporting an overlap had been identified between the implementation group and the steering group for the Neighbourhood Plan. As a result it had been agreed the implementation group should only meet on a sixth monthly basis.

(ii) Neighbourhood Plan. Cllr Paterson reported the further meeting to encourage momentum due to have taken place on Tuesday 10 February 2015 had been cancelled due to indisposition. The Council was aware of the possibility it would be necessary to agree the Plan should reflect the boundaries of the enlarged parish which the Clerk understood would take effect from 1 April 2015. An item would appear in a future issue of the newsletter. **Action: The Clerk.**

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

(iv) Affordable housing policy. There was nothing further to report at this stage.

(d) Strategic Planning.

(i) Publication Local Plan – Main Modifications.

Further to the Clerk advising a report had been taken to a special meeting of the full Borough Council on 29 January 2015 which had accepted the modifications proposed by the Inspector and had adopted the Local Plan (Part One) Strategic Policies, Members noted the following extract from a press release by the borough council:

West Cheshire has adopted its vital Local Plan.....after five long years of hard work, consultation, argument, scrutiny and debate ' .

Last night (Thursday) a special meeting of Cheshire West and Chester Council overwhelmingly backed the framework for sustainable development and guidelines to protect the Borough ' s environment and character until 2030.

With just two members voting against, the meeting agreed the blueprint for development and prosperity, including the findings and recommendations of the Local Plan Inspector following its public examination last summer.

Councillor Lynda Jones, Executive member for Growth and Innovation, told members: "The Local Plan strikes a balance between meeting our aspirations for economic growth and providing much needed new homes, whilst protecting our fantastic environment. "

And Councillor Brian Clarke, Shadow Portfolio Holder, Economic Development and Infrastructure, emphasised: "All councils need a strategic framework to take their boroughs forward. Our plan takes into an account our neighbourhoods, neighbours and our regional aspirations but always remembering who we are making it for - our residents. "

The Local Plan will deliver around 22,000 new market and affordable homes and 365 hectares of employment land to create around 14,000 new jobs.

It recommends that 5,200 new homes should be created in Chester; 4,800 in Ellesmere Port; 4,300 in Northwich; 3,500 in Winsford and 4,200 in rural areas.

In Chester, provision of new homes and jobs is carefully balanced with preserving the historic setting and character of the City. The Plan recognises and supports the Northgate development as central to maintaining Chester's role as a sub-regional shopping and leisure destination.

It provides for the sensitive and selective release of Green Belt land at Wrexham Road to achieve much needed family and affordable homes in City.

Said Councillor Jones: "The Local Plan Inspector agrees with the Council's approach and this limited change can take place without undermining the purposes of the Green Belt. Importantly, the Local Plan confirms the retention of the Green Belt boundary around the rest of the City."

(ii) Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies - Issues Consultation. There was nothing further to report at this stage.

(iii) Cheshire West and Chester Council survey of village facilities/possible sites for future development. There was nothing further to report at this stage. **Cllr Paterson/The Clerk.**

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

4 Quality Council issues.

(a) Training. ChALC 2015 Training Schedule. Members would indicate should they wish to attend any training in this schedule. **Action: All Members.**

(b) Standing Orders review. There was nothing further to report at this stage.

(c) Local Council Award Scheme.

(i) Presentation, Northwich Town Council offices Thursday 12 February 2015. It had not been possible for the Council to be represented.

(ii) Free Foundation.

The Council noted the following extract from correspondence from NALC:

Thank you for registering with the Local Council Award Scheme.

Award level applied for: Free Foundation

I am pleased to confirm that you will be awarded the Foundation level for one year, which will expire in January 2016.

You can download the Foundation logo at <http://www.nalc.gov.uk/library/our-work/lcas/1374-foundation-logo-green/file> (just right click the image and choose 'save image as...'). Please do feel free to use this on your website or other council materials.

Your certificate will be sent to you as soon as possible. We have been pleasantly surprised by the level of demand for the award scheme and so there may be some delay in sending out this certificate. Thank you for your patience and for your interest in the new Local Council Award Scheme.

What next?

If you would like to be formally accredited in the award scheme then you can find more information about this at <http://www.nalc.gov.uk/our-work/local-council-award-scheme> You can apply for any level of the award scheme at any time, but if you would like to avoid a break in your accreditation then you will need to register with NALC by October 2015. We will send you a reminder about this closer to the time.

*Best wishes,
Beverley Brown, National Association of Local Councils*

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5 Parish car park.

(a) Grounds maintenance. There was nothing further to report at this stage.

(b) Improvement scheme. Members remained of the view that 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 completed by the grounds maintenance contractor was being kept under review. **Action: All Members.**

(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 warden would inspect although the advice was no action was required at present. **Action: Cllr Brown.**

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) 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. The suggestion by Cllr Moulton that a letter should be sent to the occupier requesting the hedge should be cut back to the boundary due to the nuisance arising had been progressed by the Clerk. No response had been received.

(iv) Nets. There is nothing further to report at this stage as to the proposal by the previous grounds maintenance contractor for weighting the base of the nets to assist with grass cutting. The advice of the new contractor would be sought. **Action: The Clerk.**

(v) Inspector's report. The Council noted that negotiations with Northwich Town Council had resulted in a monthly inspection regime continuing at no greater cost than the present arrangement with PIMS. PIMS had kindly agreed to withdraw from 31 March 2015. The Clerk would advise Members of the details in confidence at this stage. **Action: The Clerk.**

The inspector's detailed report for January 2015 was:

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

Football goals: No net pegs on either goal. Secure nets with pegs or remove nets on each occasion after a match / kick around.

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

Small area of pitch reinstatement required in goal mouth. Reinstatement

General comments were:

No litter or glass seen or remove during inspection

Ice and snow conditions present during December inspection have now gone.

Small area of reinstatement to pitch required in goal mouth furthest from road.

Action: Noted

(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. Cllr Paterson having indicated that a report and estimates were to be prepared with the possibility of entering into a service agreement, to which there had been no response by Chester Security Systems, a further approach was being made. **Action: The Clerk.**

(ii) Inspections. The Council noted that negotiations with Northwich Town Council had resulted in a monthly inspection regime continuing at no greater cost than the present arrangement with PIMS. PIMS had kindly agreed to withdraw from 31 March 2015. The Clerk would advise Members of the details in confidence at this stage. **Action: The Clerk.**

The Inspector's detailed comments for January 2015 were:

Hedge cuttings present on edge of safer surfacing remove. Moss on surface between metal benches and bow top fence. Remove.

General comments were:

No litter or glass seen or removed during inspection.

Some evidence of hedge cuttings left on surface of play area. It should be removed to keep the safe and tidy. Cuttings particularly evident by clock play item.

Litter bin half full and will require emptying fairly soon.

Snow and ice conditions present on last inspection were no longer visible / present.

Action: Noted.

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

(iv) Replacement children's playground. A replacement date would be sought for the official opening. **Cllr Hughes/The Clerk.** The Clerk was also providing Cllr Hughes with a CAD image of the project as proposed. **Action: The Clerk.** Awards for All grant. Members noted the Clerk has submitted the required final report. Further to Cllr Fisher helpfully informing of an industrial company within Cheshire West which may award grants to any future project should staff reside within the community, further inquiries were being made by the Clerk. **Action: The Clerk.**

(v) Grounds maintenance issues including boundary hedging. Members noted that with the approval of the Chairman and Vice Chairman under urgency Northwich Town Council (NTC) had carried out a pre season jet wash of the play area surface which had also dealt with the remaining Autumn fall. An anti moss treatment would be applied later in the year. The urgency arose from the availability of the necessary equipment to NTC. The Clerk had indicated Members had previously accepted the estimated cost of £220.00 plus VAT.

(c) Public Footpaths.

(i) Restricted Byway no 7. It was not known if the work proposed by the Public Rights of Way Unit to improve drainage in the worst affected areas had been carried out.

(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 concerns expressed by the former Public Rights of Way Warden 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 matter would be revisited by the Clerk in due course. **Action: The Clerk.**

(v) Rights of Way Group. (a) Bank account. There was nothing further to report at this stage. It was noted the wardenship was remaining vacant until the question of the bank account had been resolved.

Public Rights of Way Warden, resignation. The Clerk was thanking Mr B M Lewin, former Public Rights of Way Warden, following his resignation. **Action: The Clerk.**

(vi) Natural England "Paths for Communities" (P4C) scheme. There was nothing to report at this stage, the former Public Rights of Way Warden having been informed.

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

(viii) Greenway, Mobility access, Garners Lane. There was nothing further to report at this stage.

(d) Grounds Maintenance. (i) Cheshire West and Chester. There was nothing to report at this stage. (ii) Parish Council contract 2014/15. There was nothing further to report. (iii) Parish Council contract 2015/16. This had now been concluded following resolution of the cost of inspections as negotiated between the Clerk and the Town Clerk.

(e) Public Seats: Guilden Sutton Lane/Wicker Lane. Members continued to note the Council would need to consider action for future maintenance following the closure of Messrs Deva Forge. Advice would be sought as to the capacity of Northwich Town Council. **Action: The Clerk.**

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

(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.

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

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. A meeting of the Group was to take place to consider current issues.

(c) Current issues

(i) Community speed management.

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

(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, Station Lane. 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) Speed activated sign, Guilden Sutton Village. Members had previously noted the project was logged on as 2127074 and had been passed to the relevant Engineer. Mr I McNeill had now indicated, as minuted above, that an assessment had justified the provision of a speed activated device in the 30mph limit in the vicinity of Belle Vue Lane.

In the meantime PC Boulton was kindly assisting in determining if the Police would be prepared to provide support which may enable an application to the Police and Crime Commissioner. This would enable a second location to be equipped given the availability of the funding which had now been released. **Action: Welcomed.**

(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. The Clerk had indicated Mr Crompton had renewed his correspondence which he was dealing with. **Action: Noted.**

(ii) School parking. Further to Cllr Hughes reporting it had emerged action by the Police was seen as the only option and to PC Boulton being requested to advise, there was nothing further to report at this stage.

(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 had been pursued by the Clerk. A response was awaited. Further to Cllr Moulton referring to the desirability of providing a planter on green space at the junction of Hare Lane and Green Lane which would transfer to this Council, the borough council had been requested to indicate if it would be in a position to supply this proposed planter.

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

(v) Guilden Sutton Lane: footway drainage. Renewed obstruction of the footway by flooding from the adjacent field had been reported to the highway authority by the Clerk, reference 4767529.

(vi) 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 Cllr Moulton 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.

(vii) Boundary fencing. Further to a Member referring to the condition of a length of boundary fencing adjoining a footway in the parish and to this being raised with the landowner there was nothing further to report at this stage. **Action: Noted.**

(viii) 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 also been referred.

(ix) Village access for mobility scooters. There was nothing further to report at this stage to that minuted above provided by the Area Engineer, the issue having previously been re referred to the highway authority and to a response being received indicating the enquiry had been logged to 2127911 and passed to the relevant Network Steward for action/response. This now included access to the greenway.

(x) 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, which had been strongly supported, there was nothing further to report at this stage.

(xi) Disabled parking bay, Summerfield Road. There was nothing further to report at this stage as to the surgery request for the provision of a disabled parking bay in front of the Summerfield Road shops which 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.

(xii) Footway, Porters Hill. As now minuted under (ix) immediately above and preceding minute.

(xiii) Sight line, Copple's corner. Further to Cllr Moulton expressing concern at sight lines being obstructed by cars parking on the verge/footway, advice was being sought by the Clerk as to whether this was a matter for the highway authority or the Police. **Action: The Clerk.**

(xiv) Footway, School Lane. Further to Cllr Paterson referring to the unevenness of the footway between Arrowcroft Road and Oaklands (opposite Wood Farm), there was nothing further to report at this stage. The matter had been raised with the highway authority (2127961) and passed to an inspector for action. Cllr Brown having further referred to uneven pavements elsewhere would provide the Clerk with details. **Action: Cllr Brown.**

(xv) School access footway, rear Orchard Croft. Members had previously noted the substandard surfacing of part of this path towards the school side gate had been referred to the highway authority by the Clerk and had been logged on 2127975 and passed to the relevant Engineer. Extensive areas for machine repairs had been marked. The highway authority had been requested to provide an update on the status of the proposed repairs.

(xvi) Grit bag. The Clerk had confirmed Cllr S Parker had been advised that the deployment of any grit bag should take place on the build out at the entrance to the village hall car park at Hill Top Road. **Action: Noted.**

(xvii) Moss. Members had noted Cllr Paterson's reference to the amount of moss on footways around the village and the suggestion this might be dealt with by spreading any unused winter grit.

(xviii) Traffic Commissioners and Operator Licensing. Further to the Clerk referred to correspondence received with respect to other Town and Parish Councils which had sought a proposal under the Sustainable Communities Act for Parish and Town Councils to be made statutory consultees on vehicle operator licence applications and renewals this was being supported.

(xix) Closure, Church Lane. Members noted the following advice received from the highway authority:

Please note the following temporary road closure to enable Scottish Power to carry out cabling works. The works are due to commence on Monday 16 February 2015 and are expected to last for five days.

Church Lane, Guilden Sutton

There is no diversionary route as this is a cul-de-sac

Access to properties and for emergency vehicles will be maintained.

The contact at Scottish Power is Zac Webster on Tel: 01928717761

The contact at Guilden Sutton is Maria Roberts on Tel: 03001237036

The local CWaC members are Councillor Margaret Parker and Councillor Stuart Parker

Our reference is TRO/2180

Keith Moores

Technical Officer

Cheshire West and Chester Borough Council

(d) Lighting.

(i) Faults. Members were asked to continue to report faults to the Clerk for reporting with details.

(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, the Council noted that in connection with the proposed bracket in Heath Bank the position remained the Lighting Superintendent had been authorised to progress the installation subject to any increase in the cost beyond £750 being notified in advance. With respect to the proposed bracket in Church Lane, where it had been agreed a change in the circumstances had rendered this fitting unnecessary, the Chairman had pursued an alternative location nearby which had been advised to the Lighting Superintendent. The views of residents would be taken into account. **Action: Noted.**

9 Finance:

(a) Income

(i) Members noted the following income which would appear on a future bank statement:

VAT reclaim. A claim had been submitted for the period 1 April 2013 to 30 November 2014 in the sum of £4394.02.

(ii) Current income.

Cheshire West and Chester Council Graveyard grant:	£	250.00*
Wreath donations:	£	18.00*
Co-operative Bank		
Current a/c interest 5 January 2015	£	2.10
Current a/c interest 5 February 2015	£	2.28
WREN grant	£	4936.00

*recorded in advance in the February minutes, bank in payment 3 February 2015.

(b) Payments

PIMS January inspections	£	36.00 (inc VAT £6.00)
St John's PCC Graveyard grant	£	250.00
Devaprint Newsletter 161	£	85.00
Clerk's expenses		
Postage	£	1.86
Mileage 80 @ 45p (includes Northwich/Mold)	£	36.00
535 Copies @ 5p	<u>£</u>	<u>26.75</u>
	£	64.61

Proposed by Cllr Ringstead,
Seconded by Cllr Brown
and agreed.

(c) Balances

Co-operative Bank Current account 20 January 2015	£15759.57
Scottish Widows no 1 1 January 2015	£20069.66
Scottish Widows no 2 1 January 2015	£ 3405.07

(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

The Clerk had indicated this report may need correction.

(f) Audit issues.

(i) Audit group. The NALC/SLCC agreed salary scales for 2014 – 2016 were with the group. It was noted a calculation of the Clerk's new salary from 1 January 2015 together with the non consolidated payments would be needed in good time to pass to the payroll bureau for payments at the April meeting. **Action: Audit Group.**

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

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

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

(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.**

The contribution for 2014/15 would be transferred following finalisation of the Clerk's salary for the same period.

10 Environment Services.

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

(b) Environmental issues.

(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 borough council.

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

(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 together with that from Cllr Ringstead for a bin on Station Lane to assist users of the greenway. Cllr Paterson referred to a recent borough council initiative enabling fouling to be marked with pink paint. This would be pursued. **Action: The Clerk.**

(v) Streetscene. (a) Verge, Church Lane/ Wicker Lane. Further to the correspondence from Mr Tony Fisher, Killlearn 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's concerns as to the state of other trees adjacent to the path remained.

(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 had now be taken by the Clerk as minuted above.

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

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

(h) 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.

(i) Overgrowth, School Lane. There was nothing further to report at this stage

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

(k) Willow, the dell. There was nothing further to report at this stage

(l) Overgrowth 24 Oaklands. There was nothing further to report at this stage

(m) Canopy Porters Hill. There was nothing further to report at this stage as to Cllr Ringstead referring to the presence of dead branches.

(n) Overgrowth Guilden Sutton Lane/Heath Bank. **Cllr Roberts.** There was nothing further to report at this stage.

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

(o) Cheshire Wildlife Trust. There was nothing further to report at this stage.

12 Cheshire Association of Local Councils.

(a) Chester Area Meeting. It was noted the next meeting would take place on Wednesday 4 March 2015 which would be the final meeting in the current quadrennial. The Clerk had previously informed he did not intend to seek nomination as Honorary Secretary having held the post since 1994.

Action: Noted.

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

(c) Clerk's terms and conditions: The advice from NALC and the SLCC of agreed salary scales for 2014 – 2016 was with the Audit Group as minuted above.

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. There was nothing further to report at this stage. The new boundaries would take effect from 1 April 2015.

(ii) Great Boughton. Further to Cllr Fisher suggesting information should be sought as to the precept levels in Guilden Sutton and Great Boughton this had been researched by the Clerk who would contact Cllr Fisher.

Action: The Clerk.

(c) Members budgets applications: Replacement children's playground, 2 no bracket lights, 1 no speed activated device, 1 no defibrillator. There was nothing further to report at this stage to that previously minuted.

(d) Community resilience. Cllr Paterson reported further.

(e) Local Council Elections.

As minuted above, Members noted a workshop session for parish clerks on the Election/Nomination Process had taken place on Wednesday 18 February, 2015 in HQ which the Clerk had attended.

The purpose of the workshop had been to explain in more detail the nominations process for the all-out elections in May 2015 and had covered:

-timescales

-explanation of how the nominations form should be completed

-arrangements for 'grouped' parishes

-receipt of nominations

-arrangements for the elections and the count

(f) Precepts. The disparity in precepts across the borough raised by Cllr Fisher had been researched by the Clerk who would contact Cllr Fisher. **Action: The Clerk.**

(g) Grant assistance for graveyard maintenance 2014. The Clerk had advised the PCC had thanked the Council for the successful application for a grant of £250.00.

(h) Excellence Awards. Members noted this event organised by Cheshire West and Chester Council and the Cheshire Association of Local Councils to replace the annual Parish Assembly would take place on Wednesday 25 March 2015. The closing date for applications for any award under the specified categories was 9 March 2015. Members wishing to attend should notify the Clerk by Friday 13 March 2015.

14 Cheshire Community Action.

(i) Community Pride Competition 2015. It was noted the closing date for main entries was 13 March 2015.

(ii) Cheshire "Meet the Developer" Event. One-day Event for Cheshire Communities to Engage with Developers, 12 March 2015, 10.00am to 3.30pm, Crewe Alexandra Football Ground. Members wishing to attend would notify the Clerk.

(iii) Future funding. Further to Members noting the approach from the Chief Operating Officer as to signing a petition with respect to future funding from the Department for Food and Rural Affairs, the Clerk had indicated this had been done. **Action: Noted.**

15 CPRE. Infrastructure Bill. There were no action items to report.

16 Health.

(a) Public access defibrillator.

Further to Cllr Hughes informing that in addition to the equipment previously minuted it may be possible to obtain a defibrillator from the British Heart Foundation for £400, further inquiries were being made by the Clerk. **Action: The Clerk.**

(b) Podiatry Service Redesign. (b) Podiatry Service Redesign. Members noted the service review consultation reported to the January meeting had been extended beyond the original deadline of 1 March 2015 to 15 March 2015. The review was being carried out by the West Cheshire Clinical Commissioning Group and Cheshire and Wirral Partnership NHS Foundation Trust due to increasing demands on the service.

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.**

(b) Cheshire Fire Authority/Cheshire Fire and Rescue Service: Cheshire Fire Authority. Consultation on 'Planning For A Safer Cheshire 2015-2020', Cheshire Fire Authority's Draft Five Year Strategy. Members noted the consultation would conclude on Friday 27 March 2015.

18 Newsletter. The Clerk had informed a further issue would be prepared shortly. Further to Cllr Hughes suggesting the distributor should be requested to indicate the extent of deliveries in Pipers Ash, the Clerk had ascertained properties moving into the parish from Great Boughton were already included.

19 Memorial Garden.

Further to the Chairman referring to the success of the installation at the Tower of London (where 888,246 ceramic poppies had been 'planted' to commemorate the British and Commonwealth dead of the Great War) and to him suggesting poppies might be planted in the garden, Cllr Moulton informed the inquiries he had undertaken to make had been unsuccessful.

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

21 Parish IT.

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

(b) 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.

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

22 Primary School. Cllr Hughes reported further on school issues.

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 Paterson informed a further showing would take place on 7 March 2015.

(b) Christmas tree project. Further to the Council agreeing its annual contribution of £50 towards a community tree should continue under a transfer to the costs associated with the permanent tree in place in the grounds of the Village Hall, the Clerk would be advised as to whom the cheque should be paid.

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. There was now nothing further to report.

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 Emerging proposal for a replacement Church Hall. Further to the Chairman informing he and the Vice Chairman had met the PCC at their request on November 6, 2014 at which the PCC had asked for background information to inform their deliberations, the Clerk was endeavouring to assist.

30 Members' information items.

Replacement playing field. Cllr Davis reported on the outcome of his inquiry as to the possible availability of land for a replacement playing field.

Willis Close. It was noted ground works had disturbed Roman finds but archaeological advice was this would not preclude the development from progressing.

Apology. Cllr Brown tendered her apologies for the April meetings.

31 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.

32 Highways issue. Further to a Member revisiting a highways issue which the previous Network Steward had understood would be resolved but on which no action had been taken and to the Clerk advising the issue has been re referred to the highway authority, there was nothing further to report at this stage.

33 Footway, School Lane. The issue adjoining the footway on School Lane raised by Members and minuted variously above remained with the Area Highways Manager and had been logged on 2128331 and passed to the relevant Network Steward.

The meeting concluded at 2058.

Date of next meeting: Monday 11 May 2015 on the rising of the Annual Parish Meeting which would commence at 7pm.