

Guilden Sutton Parish Council

DRAFT Minutes of the Ordinary Meeting of the Council held on Monday 7 December 2015 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr P M Paterson.

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

In attendance: J Young Esq, Volunteer of the Year 2014/15, B M Lewin Esq, Rachel Rens, Housing Standards Manager, Cheshire West and Chester Council, Joanne Bonnington, Development Manager, Adactus Housing Group, Helen Coulson, Allocations & Lettings Manager, Adactus Housing Group and one member of the public.

1 Procedural matters.

(a) Apologies for absence.

Members: Apologies were received and accepted from Cllrs I Brown, W Moulton.

Visitors. Apologies were received from Cllr M Parker, Cllr P Hall, PC R Boulton. **Action: Noted.**

(b) Code of Conduct. 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.

Cllr P M Paterson declared an outside bodies interest with respect to any discussion relating to planning application ref. no: 15/04283/FUL Single storey extensions to front and side and alterations, Village Hall, Summerfield Road, Guilden Sutton, Chester, Cheshire CH3 7SW by virtue of being Treasurer of the Guilden Sutton Community Association.

Cllr D Hughes declared an outside bodies interest with respect to any discussion relating to planning application ref. no: 15/04283/FUL Single storey extensions to front and side and alterations, Village Hall, Summerfield Road, Guilden Sutton, Chester, Cheshire CH3 7SW by virtue of being Chairman of the Guilden Sutton Community Association.

Cllr S Ringstead declared an outside bodies interest with respect to any discussion relating to planning application ref. no: 15/04283/FUL Single storey extensions to front and side and alterations, Village Hall, Summerfield Road, Guilden Sutton, Chester, Cheshire CH3 7SW by virtue of being Secretary of the Guilden Sutton Community Association.

(c) Confirmation of the minutes of the Ordinary meeting of the Council held on Monday 2 November 2015. The minutes of the Ordinary Meeting of the Council held on Monday 2 November 2015 were proposed by Cllr Fisher, seconded by Cllr Davis and agreed subject to the inclusion of a friends, family or close associate interest recorded by Cllr P M Paterson in the register with respect to any discussion of unconventional energy sources as a family member had accepted payment for a node at their property and to the closing time being amended from 0923 to 2123.

(d) 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.

(e) E circulation of Agendas. Further to the provision of tablets should a migration to paperless business be considered to be desirable this issue had been deferred to this meeting to enable advice to be taken from Cllr Ringstead, a device user. Cllr Ringstead believed the acquisition of one suitable tablet would be of benefit for use on planning application consultations as this would also enable photographs to be taken if this was relevant. A trial on this basis was thought to be appropriate. A general migration to paperless business would not be considered at present.

It was agreed the acquisition of a suitable refurbished device, within a budget of £200, would be progressed by Cllr Fisher and the Clerk. **Action: Cllr Fisher/ the Clerk.**

(f) Dates of future meetings: Mondays 4 January, 1 February, 7 March, 4 April, 9 May, 6 June, 11 July, 5 September, 3 October, 7 November and 5 December 2016.

(g) Late information report 7 December 2015. The late information report for the current meeting was received and noted.

(h) Pipers Ash Advisory Panel. There was nothing further to report at this stage.

(i) Transparency requirements. Further to the Clerk reporting the requirements imposed by the £25,000 threshold figure should be taken into account on a year by year basis but given the Council's commitment to transparency he would prefer to publish all the relevant information, much of which was already included on the web site, on a year by year basis irrespective of whether the threshold was reached, there was nothing further to report at this stage. This was subject to the agreement of the Webmaster with whom he was in discussion, to carrying out the additional work. **Action: The Clerk.**

(j) Parish Councils: Data Controllers. The Council noted the current position was that having consulted the ICO, the Clerk would register as a data controller at a cost of £35pa. This was in line with advice received from ChALC following the receipt of correspondence from a third party by this and other councils. The ChALC advice further suggested it was unlikely that Members would need to register as the receipt of e mails as distinct from holding case work files did not require a registration.

(k) Volunteer of the Year. Mr J Young. The Chairman congratulated Mr Young on his splendid response to an incident involving a diabetic episode in circumstances when many may have chosen not to assist the patient. Mr Young had acted in an admirable manner to make the patient safe when many found it easy to criticise young people. The Council unanimously expressed its warm congratulations which would include a token of its recognition.

2 Community engagement.

(a) Public speaking.

Members of the public.

Mrs Y Kirk. Mrs Kirk referred to the condition of the surface of the footway on Porters Hill, trees overgrowing the footway on the Guilden Sutton Lane diversion which were obstructing pedestrians and their vigorous growth on the opposite side of the road and the lack of a bus service on Saturdays, Sundays and Bank Holidays. Mrs Kirk was thanked by the Chairman for her attendance and assured the issues would be progressed as appropriate.

Mr B M Lewin. Mr Lewin hoped there would be progress with the provision of the intended flashing 30 device and the proposed public access defibrillator. As Volunteer Public Rights of Way Warden he indicated that 13 cubic metres of materials would be required to deal with sub standard areas of Restricted Byway 7 which it was hoped would be laid in the Spring. As Webmaster he referred to a significant uplift to the web site which was in hand to include contact details. Cllr Hughes believed the deterioration in the condition of parts of Restricted Byway 7 was due to use by horses.

Visitors.

Rachel Rens, Housing Standards Manager, Cheshire West and Chester Council, Joanne Bonnington, Adactus Housing Group and Helen Coulson, Allocations & Lettings Manager, Adactus Housing Group kindly attended to deal with Members' longstanding concerns as to their lack of understanding and involvement in the allocations process for the rental and shared ownership properties at Willis Close. Officers advised the 17 properties, 11 rental and six shared ownership, had been handed over on 16 November 2015. Allocations included tenants with strong connections with Guilden Sutton or connections with adjoining parishes. It was noted the development was the most popular on the Adactus web site. Cllr Fisher referred to his view that part of the boundary treatment was not as permitted in that close boarded fencing had replaced the permitted brick pillars and infill panels. Officers agreed to investigate this. The Clerk stressed the importance of Adactus keeping in touch.

Officers responded further to Members' questions and were thanked by the Chairman for their attendance.

(b) Surgeries.

Report of surgery held on Saturday 5 December 2015. Cllrs Ringstead and Paterson reported. Issues had included a request for maintenance to the Guilden Sutton Lane noticeboard, correspondence to be displayed on the Hare Lane noticeboard, stones on the footway on School Lane opposite Willis Close and the neighbourhood plan meeting which had been welcomed and described as well attended.

Surgery due to be held on Saturday 2 January 2016. It was agreed those presiding at the surgery to be held on Saturday 2 January 2016 would be Cllrs Davis and Hughes.

(c) Notice boards. Further to the issue raised at the surgery minuted above, further inquiries as to the Guilden Sutton Lane noticeboard would be made by the Clerk. **Action: The Clerk.** Further inquiries would also be made as to the correspondence previously displayed on the Hare Lane noticeboard. **Action: The Clerk.**

3 Planning.

(a) New and current applications.

Discharge of conditions 3, 5, 8, 10 and 11 of planning application 15/01299/FUL Open for Comment
Chester House Hare Lane Chester Cheshire CH3 7ED
Ref. No: 15/04453/DIS | Received: Wed 28 Oct 2015 | Status: Awaiting decision. NEW APPLICATION.

Single storey extensions to front and side and alterations Open for Comment
Village Hall Summerfield Road Guilden Sutton Chester Cheshire CH3 7SW
Ref. No: 15/04283/FUL | Received: Mon 19 Oct 2015 | Status: Awaiting decision.
Cllrs Davis, Fisher.

The Council had made the following response.

The Parish Council wishes to OBJECT but only because the proposed lobby has a too utilitarian design in a public space within the village and does not conform to the style of the main building nor of its neighbours. In addition, it would cause a dead spot with potential for unsociable behaviour and litter.

In other respects, the application should be SUPPORTED subject to the following:

The (privately owned) path adjacent to the Village Hall, well used by villagers, requires consideration: It would become unusable during construction - this could be ameliorated by some cutting back of the existing shrubbery. Should damage to, or removal of the shrubbery, be necessary, re-planting of fresh shrubs should be implemented soon afterwards.

It would become dark, so that we feel that improved lighting on the side of the extension would be beneficial.

The Village Hall's existing strengthened surface over which the side extension would be built, is currently available for emergency services to attend the Children's Play Area, as well as for environmental maintenance of the verge of the adopted footway at the rear of the hall. As this access would cease to be available once construction commences, it is important CWAC should make prior improvements to access from Hilltop Road which currently has barriers.

The Council noted the applicants had subsequently amended the scheme to change the porch design and had added low level lights along the side of the hall to aid in the lighting of the footpath. As a result a follow up meeting had been held with the applicant at which it had emerged that further changes were proposed to the control of the lighting which removed concerns. The revised porch design was said to match that of the building. It was agreed no objection should be raised. The need for an understanding as to the positioning of CCTV cameras was raised. **Action: Noted.**

Two storey side extension, revision of previously approved application reference 15/01138/FUL.
16 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 15/04105/FUL | Received: Wed 07 Oct 2015 | Status: Approved NEW DECISION.
Cllrs Paterson and Brown.

No objection.

Pruning of sycamore and yew trees
Cedar Lodge School Lane Guilden Sutton Chester Cheshire CH3 7EU
Ref. No: 15/03979/TPO | Received: Fri 25 Sep 2015 | Status: Approved. NEW DECISION.
Cllr Brown.

First floor side extension and single storey rear extension
Bramble View Belle Vue Lane Guilden Sutton Chester Cheshire CH3 7EJ
Ref. No: 15/03777/FUL | Received: Tue 15 Sep 2015 | Status: Approved. NEW DECISION.
Cllrs Fisher, Ringstead.

The Council's objection had been as follows:

Permission 6/21024 for the replacement of the original modest wooden bungalow by a dwelling considerably greater than would normally have been permitted under the Rural Area Local Plan was only granted having regard to the personal circumstances of the applicant. Those circumstances no longer apply and the Council argues the existing dwelling should therefore be considered to be inappropriate and harmful to the Green Belt. Condition 2 of the permission specifically stated the approval would enure for the benefit of the applicant only and not for the benefit of the land.

In this context the current proposal itself is said to exceed the present 30% guideline, for which no very special circumstances have been submitted and would create an even larger property approximately equating to the refused Planning Application 6/20044. That development was said in the decision notice to be over prominent and prejudicial to the visual amenities of the area. Exactly the same conclusion applies to the present application.

It should also be noted that although the design and access statement refers to the large size of the plot, condition 4 of the decision notice for 6/21024 refers, correctly, to the distinction between land immediately adjacent to the dwelling and the larger area of agricultural land beyond which was excluded from that permission. The Council is not aware of any change in the planning status of that agricultural land which is within the Green Belt. Further enlargement of the dwelling would therefore be disproportionate to the area of the permitted site.

Any claims by the applicant that the additional build is compensated by demolition of the brick outbuildings is not valid, the Council suggests, as it believes they are low quality construction erected without planning nor building regulation approval after the planning permission was granted in 1989.

The refusal of 6/20044 refers to the proximity of the public footpath, which is part of the Longster Trail and open countryside to the south of that route. This remains unaltered and any further enlargement of the property which in particular would bring the two storey gable ended extension closer to the path would be detrimental to visual amenity. The earlier plans had also included a dominant two storey gable end and were refused. The current dwelling was permitted with its more appropriate low impact single storey garage, and this aspect should be retained.

The Council therefore concludes that as the site lies within an area designated as Green Belt in the Cheshire West and Chester Council Local Plan (Part One) the proposed extension would represent inappropriate development as defined by the National Planning Policy Framework. As very special circumstances do not exist to set aside the national and local policy presumption against inappropriate development, the proposal is considered to be contrary to the provisions of the National Planning Policy Framework, Policy STRAT9 of the Cheshire West and Chester Council Local Plan, (Part One) and Policies ENV66 and HO8 of the Chester District Local Plan.

Cllr Fisher had commented the gable end of the extension would be within 1m of Footpath 2.

The Clerk had circulated the planning officer's report for information. It was noted it remained the case that no neighbouring occupiers had made representations although concerns had been raised with the Council.

Two storey side extension and front porch
8 Arrowcroft Road Guilden Sutton Chester Cheshire CH3 7ES
Ref. No: 15/03750/FUL | Received: Fri 11 Sep 2015 | Status: Approved. NEW DECISION.
Cllrs Hughes, Davis
No objection.

Variation of condition 2 on application 13/05410/FUL to allow amendments to driveways and boundary treatments

Land Adjacent To Treetops School Lane Guilden Sutton Chester

Ref. No: 15/01196/S73 | Received: Mon 23 Mar 2015 | Status: Approved

Cllr Fisher.

The view of Cllr Fisher remained that part of the boundary treatment was not as permitted in that close boarded fencing had replaced the permitted brick pillars and infill panels.

(b) Unconventional energy sources. Proposed IGas Seismic Survey - Guilden Sutton Parish Council Area.

The Council noted the receipt of correspondence from Mr D Walters, Wicker House re seismic testing. Mr Walters was keen the community was aware of the wider implications. The Clerk advised he was in discussion with Great Boughton Parish Council and IGas as to the proposed briefing meeting.

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

(d) Community planning.

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

(ii) Neighbourhood Plan. Cllr Paterson reported further. The Steering Group had held two consultations on Tuesday 10 November 2015 at Chester Rugby Club and on Sunday 22 November 2015 at Guilden Sutton Village Hall to enable residents to see what people said in the Neighbourhood Plan questionnaire and to take part in influencing their vision for a brighter Guilden Sutton and Pipers Ash. As minuted above, these had been well attended.

The Clerk informed that Cheshire Community Action had contacted Cllr Paterson with an offer of assistance.

The suggestions received from Mrs S R Proctor, Ash Bank as to desirable actions in the newly acquired areas of Pipers Ash remained under consideration by the Clerk. Those already not in hand would be pursued with appropriate officers/organisations. **Action: The Clerk.**

Further to the Clerk informing notice had been received of an application by Mickle Trafford and District Parish Council for designation of a neighbourhood area, there was nothing further to report at this stage.

(iii) Bird in Hand Support Group. Further to the owner, Mr Richard Bowyer, Structure & Design, indicating that options were under consideration and the Council would be kept informed, it was understood the premises would re-open on 15 December 2015.

(e) Affordable housing policy. Willis Close. Officers who had been present to deal with concerns as minuted above would be formally thanked for their helpful attendance.

(f) Strategic Planning.

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

(ii) Cheshire West and Chester Local Plan, consultation on proposed supplementary planning documents: Draft Houses in Multiple Occupation and Student Accommodation in the Chester Area SPD, Draft Travel Planning Guidance SPD. The Council received these consultations and noted any response was required by 4 January 2016.

4 Quality Council issues.

(a) Training. The ChALC 2016 Training Schedule was awaited. Members would indicate should they wish to attend any training in this schedule. **Action: All Members.**

(b) Standing Orders review. This would now be incorporated within any Award Scheme application.

(c) Local Council Award Scheme. The Clerk informed a discounted invoice for the registration fee of £30 payable to NALC had been received.

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 previous 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 and to the issue being raised by the grounds maintenance, the matter was being progressed with the occupier by Cllr Davis and The Clerk. **Action: Cllr Davis/The Clerk.**

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

(v) Inspections. The Clerk advised there were no current issues.

(vi) Playing Pitch Study. There was nothing further to report at this stage.

(vii) Playing field provision. The issue remained with the Vice Chairman. It was agreed a further written approach should be made to the landowner and to landowners within the parish as to a possible purchase.

(b) Children's Play Area.

(i) CCTV and CCTV protocol. (a) Upgrade. Further to Cllr Hughes expressing concern at the amount of money which had historically been expended on the system, Cllr S R Ringstead advised of a possible alternative. This would be examined.

(ii) Inspections. Corrosion affecting the 4 no benches had been reported to the supplying contractor. An inspection was to be made. The Clerk advised a formal inspection report for December 2015 had been received from Northwich Town Council (inspections during the season having been incorporated within grounds maintenance work.) There were no issues other than a recommendation the sign relating to the age group the playground is intended for, which was damaged, should be replaced. An estimate would be sought for a replacement. **Action: The Clerk.**

(iii) Replacement children's playground. The Clerk was providing Cllr Hughes with a CAD image of the project as proposed. **Action: The Clerk.**

(iv) Grounds maintenance issues including boundary hedging. There was nothing further to report at this stage.

(v) Smoke free playgrounds. Further to the Clerk reporting he had been advised the cost of signage to be provided by the borough council promoting the playground as smoke free would be £32.30 this had been accepted. The Council's agreement to the provision of the sign had been acknowledged.

(c) Public Footpaths.

(i) Restricted Byway no 7 proposed improvement. The Council noted the Public Rights of Way Officer (North Chester & Ellesmere Port) had indicated no objection to the proposed improvement. 15/16 116

This was subject to prior approval. The completion of the necessary form as to materials, minuted above, was being progressed through the Volunteer Public Rights of Way Warden.

(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 Volunteer 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 with the warden in due course. **Action: The Clerk.**

(v) Rights of Way Group. The Council noted the following from the borough council which had been referred to Mr Lewin.

The Cheshire West and Chester Council Public Rights of Way (PROW) Team are looking to set up a network of local volunteer wardens, the aim of which would be for the individual(s) to routinely inspect their local PROW network and report back any issues to the Council that they may encounter, carry out minor maintenance tasks such as keeping stiles and gates clear of vegetation and potentially applying for funding for local PROW improvements. The purpose of these Wardens is to help maintain the free resource that PROW provide as well as the associated health benefits for those wanting to get out and about.

The Clerk advised the proposal had subsequently been withdrawn by the officer as the necessary approval was not in place.

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

(vii) 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 further to report at this stage.

(ii) Parish Council contract 2015/16. It was agreed a review meeting should be sought with Northwich Town Council. **Action: The 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. Continued growth in this area was being monitored.

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

(h) Wild flower meadow. The Chairman reported further as to the marsh marigold seeds intended to be planted at the dingle path.

(i) Hare Lane beacon. The overgrowth issue remained with Cllr Pamela Hall, Great Boughton ward, who was kindly pursuing the matter with officers in the absence of any progress report (reference 101003171145.) It had been noted at the previous meeting that the present overgrowth in the area, which was not existing when the beacon was installed, somewhat precluded crowds gathering.

(j) Open Space, Sport and Recreation study, Town and Parish Councils, Needs and aspirations. There was nothing further to report at this stage as to this survey which had been dealt with by Cllr Paterson due to links with the neighbourhood plan.

(k) Active Cheshire. Further to the Council considering and accepting the offer from Active Cheshire to present to the Council, this had been deferred to the February 2016 meeting. The presentation would include the Active Cheshire Plan, local issues around transport, facilities, access to services, young people and rural isolation and opportunities available through Active Cheshire and Sport England.

(l) Cultural Services Review - Public Consultation (Cheshire West and Chester Council). It was noted this consultation had closed on 2 December 2015.

7 Public transport.

(a) Services, general.

(i) DB8. There was nothing further to report at this stage.

(ii) Withdrawal of C27 replaced by C26. (ii) Withdrawal of C27 replaced by C26.

The Council noted the formal response from the borough council to the petition set out beneath.

Bus Service Changes – Guilden Sutton

The route of the bus service between Guilden Sutton and Chester was altered in September 2015 and now operates as a 26 via Boughton to the City Centre and on to Liverpool Road (for the Countess Hospital), Upton and Ellesmere Port.

Like the 27, the new service is operated commercially by Arrowebrook Coaches who cite (a) significantly reduced passenger numbers in The Groves area of Hoole due to the change in the route of Stagecoach service 9, (b) very low numbers of passengers travelling from Guilden Sutton to Hoole and (c) the notoriously difficult right turn with a long vehicle from Guilden Sutton Lane on to the A41.

The company regrets that those loyal customers who made journeys to and from these areas were too few to keep the service viable, so something had to change.

While some specific links will now be more difficult – for example Guilden Sutton to Hoole – all areas that were previously served by the 27 either are on or within reasonable walking distance of an alternative bus service. For those with mobility difficulties and anyone over the age of 80, the Council supports 'Plus Bus' – a dial a ride type service which offers a door to door facility. Anyone wishing to register or seek further information should ring Plus Bus on 0151 357 4420.

Accepting that this service has its limitations, the Council is of the opinion that it represents a useful and cost effective supplement to the core public transport network in the Chester area, and will be unable to fund the restoration of service 27 at this time.

The Clerk informed he was now pursuing the offered meeting with John Ellis Jones Esq, Assistant Team Leader, Planning and Strategic Transport, Places Strategy and would advise residents of Summerfield House.

(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 Manager, Place Operations.

(c) Willis Close. It was noted concerns as to the safety of alighting passengers due to lack of adequate street lighting had been raised with the Vice Chairman. This had been passed to Mr John Ellis Jones, Assistant Team Leader, Planning and Strategic Transport, Places Strategy by the Clerk who had advised he had referred the issue to the Infrastructure Team.

(d) Minibus disposal. The Clerk reported advice from the borough council through ChALC that an opportunity had arisen for local communities and schools to take on the ownership and operation of minibuses no longer being utilised by Cheshire West & Chester Council. The vehicles ranged from small MPVs and non-accessible minibuses to medium sized accessible minibuses. They were no longer in regular use and would be available to transfer as early as January 2016.

Bids were encouraged from local communities and schools, particularly those which could partner to make maximum use of vehicles. Previous examples had included local scout groups, children's holiday clubs and luncheon clubs for older people. The process had now been opened up to communities who were encouraged to put in bids either with local partners or schools.

Applications should be returned by 4 January 2016.

Cllr Paterson led on this item. The wide ranging implications were carefully considered and it was agreed no further action should be taken.

(e) Community transport scheme. Arising from the above and general public transport concerns the Clerk was requested to obtain details of this scheme operated by Cheshire Community Action. **Action: The Clerk.**

8 Highways

(a) Strategic issues. None.

(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. It was noted the Clerk had met the new Principal Engineer to discuss current and historic issues on Wednesday 18 November 2015.

(i) Community speed management.

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

(b) Community Speed Management guidance. There was nothing further to report at this stage.

(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.**

With respect to speed activated signs, Members were reminded the Area Manager, Place Operations 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. The position had been discussed by the Clerk at his meeting with the Principal Engineer and it had been agreed the issue would remain live although priority would be given to the provision of speed activated signs within the village. **Action: Noted.**

(d) Speed activated sign, Guilden Sutton Village (2127074). The position had been raised by the Clerk at his meeting with the Principal Engineer as minuted above. The urgency for progress had been emphasised. **Action: Noted.**

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.

(e) 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.** Consideration would also be given to the creation of a Community Speed Watch Area. In relation to this and other related concerns it was agreed the Clerk should approach Mr D Reeves, Cheshire West and Chester Council, as to a possible meeting with the Traffic Group. **Action: The Clerk.**

(f) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. Members noted further correspondence to Cllr S Parker from Mr P Crompton as to the speed of traffic on School Lane and Guilden Sutton Lane. This referred to Mr Crompton having witnessed two accidents.

(ii) School parking. There was nothing further to report at this stage as to the Rural Localities Officer indicating she was aware of actions which could be taken. Cllr Hughes referred to the fact it had been agreed the PCSO would patrol to advise parents and expressed disappointment this had not taken place in view of near misses which had occurred. PC Boulton would be asked to arrange a patrol between 0845 and 0930 on a Wednesday. **Action: The Clerk.**

(iii) Planter. Green space, junction of Hare Lane and Green Lane South. This was being progressed by the Clerk following the site meeting which had taken place on Monday 20 July 2015 attended by himself and Mr Karl Siteine, Streetscene which had agreed the position on the green of the proposed planter and supply arrangements.

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

- (v) Guilden Sutton Lane: footway drainage. In addition to renewed obstruction of the footway by flooding from the adjacent field which had been reported to the highway authority by the Clerk, reference 4767529, the matter now lay with the Area Manager, Place Operations. The issue had been raised by the Clerk at his meeting with the Principal Engineer. **Action: Noted.**
- (vi) Parking, Guilden Sutton Lane. There was nothing further to report at this stage **Action: Noted.**
- (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 Manager, Place Operations. 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.
- (x) A 41 Speed limit. Further to the Clerk inquiring of the Area Manager, Place Operations as to the short length of 60mph which remained on Guilden Sutton Lane following the introduction of the 50mph restriction on the A41, this was to be considered under the assessment of Hare Lane as minuted beneath.
- (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.
- (xii) Sight line, Cople's corner. There was nothing further to report at this stage **Action: Noted.**
- (xiii) 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.**
- (xiv) School access footway, rear Orchard Croft. The outcome remained disappointing in that despite extremely effective sweeping following an inspection, about which this Council had no complaint and a great deal of work at the rear of the village hall, there was no firm commitment to schedule the cutting back of overgrowth or to rectify the surface faults on the section to the rear of Orchard Croft. This had been pressed by the Clerk but no response had been received. **Action: Noted.**
- (xv) Assessment, 60mph limit Hare Lane/Belle Vue Lane. The Council revisited the indication by the highway authority that it was hoped to carry out the assessment by the end of October. It would then discuss the outcome with the Parish Council and how the Council wished to proceed. The remaining derestricted section of Guilden Sutton Lane would also be included. An inquiry would be made as to progress. **Action: The Clerk.**
- (xvi) Speed limit, Wicker Lane. Further to Mr D Walters, Wicker House making an approach to Cllr S Parker re the existing 60mph limit on Wicker Lane there was nothing further to report at this stage to that minuted above.
- (xvii) Water, Porters Hill. There was nothing further to report at this stage, an inspection having been observed. **Action: Noted.**
- (xviii) Gutter weeds. There was nothing further to report at this stage, Cllr Ringstead having expressed concern at the state of gutters in the parish. The issue had been raised by the Clerk at his meeting with the Principal Engineer. **Action: Noted.**
- (xix) A41/A51 junction. Further to Cllr Fisher referring to the possibility of a yellow box junction being implemented in view of the frequent congestion this had been discussed by the Clerk at his meeting with the Principal Engineer. The comment had been noted. **Action: Noted.**

(xx) Scottish Power cable lay, Belle Vue Lane. Following a site meeting with the contractor at their request Cllrs Hughes and Ringstead informed a closure was due for three weeks from 1 December 2015 in order to enable the next stage of the cable lay. **Action: Noted.**

(xxi) 30 mph repeater Station Lane. A damaged repeater sign would be reported. **Action: The Clerk.**

(d) Lighting.

(i) Faults. Members were asked to continue to report faults to the Clerk for reporting with details. A light at 28 Oaklands would be reported.

9 Finance:

(a) Income

Income

Co-operative Bank

Bank interest

5 October 2015

£ 1.64

JW & VJ Carswell

VAT refund

£ 2.00 (Under query)

Cheshire West and Chester

Council

New Homes Bonus

£ 1990.00

(b) Payments

Royal British Legion Upton Branch

Wreath 2015

£ 18.00

Mrs P Blythe

Playing field rent

January - March 2015

£ 160.00

Devaprint

Newsletter printing

8632

£ 60.00

NALC

Award scheme registration

13520

£ 30.00 (inc VAT £5.00)

NWN Media Ltd

Newsletter distribution

048555

£ 23.34 (inc £3.89 VAT)

Amberol

Planter

14155

£ 374.40 (inc £62.40 VAT)

Clerk

Expenses.

Postage

£ 0.00

Mileage

56 @45p per mile

(inc Mold, Ellesmere Port)

£ 25.20

Copies	
423 @ 5p per copy	£ 21.15
	£ 46.35

Proposed by Cllr Ringstead
 Seconded by Cllr Roberts
 and agreed.

(c) Balances

Co-operative Bank 30 October 2015	£30225.35
Scottish Widows no1 1 October 2015	£19539.39
Scottish Widows no2 1 October 2015	£ 4005.52

(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. The Council noted the Audit and Governance Group had met on Thursday 12 November 2015. Cllr Hughes reported his examination of the books had disclosed no issues.

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

(h) Clerk's gratuity. There was nothing further to report at this stage.

(i) Insurance issues. Renewal. The Clerk had circulated the renewal documents to Audit and Governance Group. **Action: Audit and Governance Group.**

10 Environment Services.

(a) Waste collection and recycling issues. 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. Further to the correspondence from Mr Tony Fisher, Killearn House, Church Lane as to the verge at the junction of Wicker Lane and School Lane, which had been referred to the supervisor, there was nothing further to report at this stage.

A 51 footway adjoining the Rugby Club. It was noted the complainant had now advised Cllr Hall the overgrowth had been cut back but had asked if there was chance of further work being carried out to widen/clear the footpath to its proper width in the near future.

(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. The Clerk was requested to progress the provision of a bin on Station Lane. **Action: The Clerk.**

Further to Cllr Paterson referring to a recent borough council initiative enabling fouling to be marked with pink paint, a supply of which had been requested under 101002823537, the issue had been pursued but no response had been received. The request would be renewed. **Action: The Clerk.**

The concerns raised by Mrs G Jones via the Public Rights of Way Warden as to dog fouling which had been circulated remained under consideration.

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.

The new issue raised by Mrs G Jones via the Public Rights of Way Warden which had been circulated remained under consideration.

(b) 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.

(c) 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 was now being taken by the Clerk as minuted above.

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

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

(f) 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 Manager, Place Operations.

(g) Basal growth Oaklands. There was now nothing further to report as to basal growth on the oaks at the junction with School Lane and Oaklands opposite Wood Farm.

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

(i) Trees, dingle path, Further to a constituent in Guilden Green raising concerns with Cllr M Parker, it was now understood action had been taken by occupiers. **Action: Noted.**

(j) Replacement trees, Scottish Power. The suggestion by Cllr Hughes re 2 no cherry, 2 no flowering crab trees and 1 no almond tree being planted in the bank to the rear of the parish car park had been actioned by the Clerk.

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

(k) Trees, general. Further to Cllr Hughes informing he was frequently approached by residents concerned at the threatening nature of large trees on both public and private land within the parish, the Tree Officer had been invited to visit and had indicated he would be willing to do so to inspect trees on public land. This would be pursued. **Action: The Clerk.**

(l) Cheshire Wildlife Trust. Future of Cheshire's Tree Wardens, meeting Tuesday 13 October 2015. It was noted the minutes of this meeting held on Tuesday 13 October 2015 at Bickley Barn to discuss the future management of the Cheshire Tree Warden scheme, were available on line.

The address was <http://www.cheshirewildlifetrust.org.uk/node/7605> Cllr Brown, as Tree Warden, had been unable to attend.

12 Cheshire Association of Local Councils.

(a) Chester Area Meeting. Chester & Vale Royal Area Meeting Monday 2 November 2015, Castle Park, Frodsham. The Council received the minutes of the Chester & Vale Royal Area Meeting which had taken place on 2 November 2015 together with future dates and presentations which had been made by the borough council and on Gypsy and Traveller sites. (b) Audit and Finance Update. This stood referred to the Audit and Governance Group. (c) Changes to the Financial Services Compensation Scheme for Local Councils. This had been circulated to the Audit and Governance Group. (d) Annual meeting, Thursday 29 October 2015 Middlewich Civic Hall. The Council received the minutes of the Annual Meeting 2015.

13 Cheshire West and Chester Council.

(a) Community governance reviews.

(i) Guilden Sutton. The County Office had advised a large scale map of the revised parish was available for collection. **Action: The Clerk.**

(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 together with the disparity in precepts across the borough which Cllr Fisher had also raised. The Clerk would contact Cllr Fisher. **Action: The Clerk.**

(b) Members budgets applications. (Speed activated indicators, Defibrillator.) There was nothing further to report at this stage arising from the Clerk meeting Sarah Dobbins, Rural Localities Officer, Cheshire West and Chester Council, to discuss progress with Member Budget grant funded schemes and other issues.

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

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

(e) Public Space Protection Order in Chester. There was nothing further to report at this stage.

(f) Draft Local Flood Risk Management Strategy - Public Consultation. There was nothing further to report at this stage.

(g) Help shape the future of your neighbourhood consultation. Details of this consultation had been circulated by the Clerk. Responses should be sent by early January 2016.

(h) New Homes Bonus. The Council noted advice received from David Sconce Esq, Finance Officer, Budget Planning, Financial Reporting & Capital, that this Council's allocation for 2015/16 from the New Homes Bonus Community Fund was £1,990. Mr Sconce had also informed of details of a consultation on the future of the fund. The Clerk reported Cllr S Parker had advised the new administration was looking to remove the New Homes Bonus allocations to town and parish councils as part of their £47m savings requirement. It was further noted that Huntington PC had strongly objected to the proposal and was to launch a petition.

Members considered this issue, taken with a possible reduction in Member Budgets and resolved a strong objection should be raised by the Clerk. **Action: The Clerk.**

14 Cheshire Community Action.

Annual general meeting. The Council noted the annual general meeting had taken place on Wednesday 18 November 2015 at 11am at St John's Church Centre, School Lane, Hartford. It had not been possible for the Council to be represented.

15 CPRE. Countryside Voice reader survey. This survey had been referred to Cllr Brown.

16 Health. Public access defibrillator. Correspondence had been circulated by the Clerk as to funding by the North West Ambulance Service. The Clerk had inquired of the Locality Officer as how this might affect the earlier borough council offer and a response had been received indicating she was aware. 15/16 124

Cllr Hughes drew attention to helpful advice in Local Council Review which drew attention in detail to the issues involved. Members were concerned the matter should now be progressed although Cllr Fisher felt questions around maintenance should be contracted out. A report would be prepared by the Clerk. **Action: The Clerk.**

17 Policing/Fire Service.

(i) Policing:

(a) Cheshire Police and Crime Commissioner, meeting With Parish & Town Council Representatives, Wednesday 4 November 2015, 6.30pm, Civic Hall, Civic Way, Ellesmere Port. It was noted the date for this meeting had changed to Tuesday 10 November 2014. Cllr Fisher and the Clerk had attended. The meeting had largely dealt with traffic matters rather Police issues.

(b) Crime. Cllr Roberts informed of a crime issue.

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

(d) Crime fund. 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.

(e) PCSO funding. Further to the Clerk informing Mickle Trafford and District PC had been advised that after due consideration, Members were not persuaded to depart from their settled policy that such funding would be double taxation and should be resisted, there was nothing further to report at this stage. **Action: Noted.**

(f) Have Your Say Survey. Members were reminded this survey, which remained open, was intended to inform the Commissioner's decisions on policing and budgeting.

(ii) Cheshire Fire and Rescue Service.

Cheshire Fire Authority: Consultation on draft Integrated Risk Management Plan 2016/17. Details of this consultation had been circulated by the Clerk. A response was required by 28 December 2015.

18 Newsletter. The Clerk informed Newsletter 164 had appeared on Thursday 19 November 2015. This had publicised the affordable housing at Willis Close. **Action: Noted.**

19 War Memorial.

(i) Memorial Garden. There was nothing further to report at this stage as to a possible modest poppy installation.

Further to the Clerk previous referring to the overgrown state of the garden which it had been understood had been tidied by the contractor, the Clerk informed he had been contacted by a resident who had voluntarily taken over the maintenance of the garden. **Action: Noted.**

20 Bulb planting. The informal approach adopted in 2014 would continue should there be interest from Members. Cllr Fisher indicated he had expended £8.00 which would be reimbursed.

21 Parish IT.

(i) Google Groups (Parish Plan and Bird in Hand). There were no action items to report further to that minuted above.

(ii) Ownership of site. Further to Members revisiting the ownership of the site, further consideration would be given to the need, if necessary to revise the terms of the current disclaimer.

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

(iv) ChALC training/information session. It had not been possible for the Council to attend the training/information session on Websites, Social Media & Transparency held in conjunction with the Cheshire Branch of the SLCC on Wednesday 18 November 2015 in Middlewich.

22 Primary School. Cllr Hughes reported a successful Christmas fair had taken place.

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

24 Community events.

(i) Remembrance Sunday. As the Chairman had been unable to attend, Cllr Hughes had kindly read the lesson and Cllr Fisher the roll. (ii) Film group. Cllr Paterson reported a further showing would take place on 13 January 2016. (iii) Christmas Tree project. A successful event had taken place on Saturday 5 December 2015 at which the lights had been switched on at the replacement tree. (iv) St John's 200th anniversary. The Chairman reported the following correspondence had been received from the Rector:

Following the generous offer of a donation to St John's from the Parish Council for something to mark the 200th anniversary, as I mentioned to you, we thought of a framed timeline of the history of the church (as displayed in the exhibition). We have now received an estimate for an A1 print and frame (from City Framers and Mustard Print) amounting to £170. Would this project be suitable for the PC to make a contribution and if so could they please consider how much that might be?

The Clerk reminded Members there was unused budget provision of £250 for the St John's Holiday Club which had not taken place. It was proposed by Cllr Ringstead, seconded by Cllr Roberts and agreed unanimously that subject to a suitable acknowledgement, the full cost of the proposal should be met. The Rector would be advised. **Action: The Chairman.**

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, documentation received was under review. **Action: The Clerk.**

26 Village Hall Management Committee. Cllr Hughes reported further.

27 Electricity sub stations: Oaklands estate. There was nothing further to report as to the condition of some electricity sub stations on the estate which had been brought to the attention of Scottish Power.

28 Members' information items.

HM The Queen 90th Birthday Celebrations. Cllr Davis referred to The Queen's 90th Birthday Celebration taking place in May 2016.

Click and collect. Cllr Ringstead informed the Post Office was now a point for online click and collect purchases. **Action: Noted.**

29 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.

30 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. Further action would be taken by the Clerk. **Action: The Clerk.**

The meeting concluded at 2145

Date of next meeting: Monday 4 January 2016.

15/16 126