

Guilden Sutton Parish Council

Minutes of the Ordinary Meeting of the Council held on Monday 5 September 2016 in Guilden Sutton Village Hall.

Chairman: Cllr A Davis.

Present: Cllrs I Brown (7.40pm), A Davis, D M Fisher, D Hughes, W Moulton, P M Paterson, S Ringstead, M S J Roberts (8.10pm).

In attendance: Cllr Stuart Parker and seven members of the public.

1 Procedural matters.

(a) Apologies for absence.

Members: None.

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

The Chairman introduced Mrs K Foreman, prospective Clerk, who would be preparing the minutes for this meeting in anticipation of the retirement of from Mr D Norbury from 30 September 2016.

(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 S Ringstead declared an interest in planning application 16/03266/FUL, single storey side, front and rear extensions with new roof and first floor accommodation at Littlebeck Wicker Lane Guilden Sutton Chester Cheshire CH3 7EW as the applicant was known to her.

Cllr P M Paterson declared an interest in planning application 16/03266/FUL, single storey side, front and rear extensions with new roof and first floor accommodation at Littlebeck Wicker Lane Guilden Sutton Chester Cheshire CH3 7EW as the applicant was known to her.

(c) Confirmation of the minutes of the Ordinary Meeting of the Council held on Monday 11 July 2016. The minutes of the Ordinary Meeting of the Council held on Monday 11 July 2016 were proposed by Cllr Ringstead, seconded by Cllr Fisher and agreed.

(d) Review of handling of information correspondence. There was nothing further to report at this stage, the Clerk indicating that an unexpected but welcome decline in the overall volume of e mail correspondence being received, particularly that pertaining to general information, was continuing. **Action: Noted.**

(e) Tablet. The possible alternative option indicated by Cllr Ringstead, which had been informally agreed in principle subject to approval of the cost being agreed by Cllrs Davis and Hughes as members of the Audit and Governance Group, would now be progressed following the appointment of a new Clerk to avoid any conflict with e mail account issues.

(f) Dates of future meetings: 2016: Mondays 3 October, 7 November and 5 December 2016 (subject to change as minuted beneath).

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

(h) Pipers Ash Advisory Panel. The Clerk reported the position remained that welcome progress had been made on issues including the replacement noticeboard, a proposed reduction in the 60mph speed limit, the provision of one new and one replacement bus stands on Guilden Sutton Lane close to Hare Lane and the installation of the new planter at Green Lane South. The wide range of issues drawn up by the local community remained with officers of the relevant organisations and responses were awaited. 16/17 080

Little progress had been possible in clearing overgrowth at the Hare Lane beacon to restore the vista to the city and North Wales and to enable the beacon to be lit although it was thought some cutting back may have taken place. The Clerk would inspect. **Action: The Clerk.**

(i) Transparency requirements. Further inquiries were being made by the Clerk as to the availability of grant to enhance IT capabilities to meet the publication requirements. It was noted the Council's itemised expenditure for 2015/16, extracts from the Annual Return and the full supporting notes together with the 2016/17 budget, (which included the 2015/16 budget for comparison) had been posted on the web site with the kind assistance of the Volunteer Webmaster. **Action: Noted.**

(j) Parish Councils: Data Controllers. There was nothing further to report at this stage.

(k) Parish representatives to Standards Committee. This notification remained outstanding.

(l) Freedom of Information requests. There was nothing further to report at this stage.

(m) Public speaking time. Further to Members expressing reserve at aspects of the current format particularly the requirement to refrain from engaging with members of the public present who in addition should not be permitted to speak when council business was being transacted, the issue would be revisited in due course following the Chairman indicating that as a first step PC Boulton should be taken first if present. Further inquiries were being made by the Clerk as to protocols elsewhere. **Action: The Clerk.**

(n) Community Volunteer of the Year. Further to the nomination of Mr G Hamilton received from within the Annual Meeting in recognition of his caring for the memorial garden being confirmed, a small voucher had been purchased by the Clerk who had written to Mr Hamilton accordingly. Members noted that Mr Hamilton had kindly expressed his appreciation to the Chairman. **Action: Noted.**

(o) Parliamentary constituencies review. The Clerk advised Members may be aware the number of constituencies in England was to reduce from 533 to 501. The proposals were to be published on 13 September 2016 and would be based on the present ward boundaries used at the 2015 election rather than the much larger county divisions used at the previous review which, for the second time, had concluded Guilden Sutton should move from the City of Chester constituency to a new Eddisbury constituency which had been strongly opposed. The new constituency must have no fewer than 71,031 and no more than 78,507 electors, presently 72,269. **Action: Noted.**

## 2 Community engagement.

(a) Public speaking.

(i) Members of the public.

Summerfield House.

Bus service. Representatives of residents at Summerfield House continued to express a preference for a circular service which it was believed would increase numbers and were disappointed that officers were awaiting further information before reaching a decision. It was noted officers had already expressed the view this would be detrimental to passengers from Belgrave Road who may chose to use other services rather than the C26. An assurance was given the issue would remain before the Council.

Renewed concern was expressed at the size of the trees on the boundary adjoining the borough council owned verge and footway at the side of Summerfield House which were said to be depriving part of the garden of light. It was indicated a renewed approach had been made to the borough council. This was logged on at 4784062. A resident indicated she had contacted the borough council but there had been no response. An assurance was given the issue would remain before the Council which would seek to refer the issue directly to the tree officer Mr Peter Murray.

Planning application 16/03142/FUL Two storey extension to rear Ash Cottage Hare Lane Guilden Sutton Chester CH3 7ED.

Objector Mrs S Knapman-Roberts, Brickfield House, spoke to her representation with respect to this proposal which had been copied to this Council and circulated to all Members. Mrs Knapman-Roberts was thanked for her attendance.

(ii) Visitors. Cllr Stuart Parker, Chester Villages ward. Cllr Parker informed there were no substantive issues to report due to the recess but actions by the administration were expected to begin emerging during September. Cllr Parker referred to the change to the urban/rural balance following the election of the new administration and was supported by Cllr Paterson. He referred to S106 monies and believed a total of £35,000 might be available for various organisations, details of which he hoped would be available at the October meeting. It was noted the Council had already raised concerns as to the anticipated funding accruing to both the Council and the primary school from the Willis Close and Wood Farm developments.

Cllr Parker further invited applications for funding from the remaining ward member budgets and was thanked for his attendance by the Chairman.

(b) Surgeries.

Saturday 6 August 6, 2016. Cllr Paterson reported she had presided. No issues had been presented.

Saturday 3 September 2016. Cllrs Paterson reported she and Cllr Roberts had presided. No issues had been presented.

Saturday 1 October 2016. It was agreed Cllrs Hughes and Moulton would preside.

The use of the Post Office window to advertise the surgery and the sign being displayed from earlier in the week would be revisited in due course.

(c) Noticeboards. Further to the signwriter being authorised to proceed with the refurbishment of the noticeboard at Guilden Sutton Lane at a cost of £100 plus VAT the Clerk informed the work appeared to be outstanding and he would speak with the signwriter. **Action: The Clerk.**

Further consideration had been given by the Clerk to correspondence previously displayed on the Hare Lane noticeboard, believed to have been copies of agendas and minutes displayed informally by a local Member. A note had been displayed that copies could be obtained by contacting the Council. **Action: Noted.**

3 Planning.

The Clerk indicated Members may find it helpful to be reminded that comments on applications within the parish could be found by visiting the Cheshire West and Chester Council web site.

Amendment to planning application 15/05213/FUL for 10 dwellings to reduce the eill height in the first floor bathroom window of plot 6 by 75mm (one brick course). The Wood Farm School Lane Guilden Sutton Chester

Ref. No: 16/03768/NMA | Received: Mon 22 Aug 2016 | Status: Approved. NEW APPLICATION, NEW DECISION.

The Clerk indicated that local councils were not consulted on non material alterations.

Fell white beam due to angle of growth now likely to fall down and damage garden, pavement and block road. Open for Comment

10 Middlecroft Guilden Sutton Chester Cheshire CH3 7HF

Ref. No: 16/03409/TPO | Received: Fri 05 Aug 2016 | Status: Awaiting decision NEW APPLICATION

Further inquiries would be made by Cllrs Brown and Hughes.

First floor side extension and porch to front | Open for Comment

64 Oaklands Guilden Sutton Chester Cheshire CH3 7HG

Ref: 16/03394/FUL Status: Awaiting decision NEW APPLICATION

Further inquiries would be made by Cllrs Fisher and Brown.

Single storey side, front and rear extensions with new roof and first floor accommodation Open for Comment Littlebeck Wicker Lane Guilden Sutton Chester Cheshire CH3 7EW

Ref. No: 16/03266/FUL | Received: Thu 28 Jul 2016 | Status: Awaiting decision NEW APPLICATION

Cllrs Davis and Hughes kindly indicated.

Two storey extension to rear Open for Comment  
Ash Cottage Hare Lane Guilden Sutton Chester CH3 7ED  
Ref. No: 16/03142/FUL | Received: Thu 21 Jul 2016 | Status: Awaiting decision NEW APPLICATION  
Cllrs Paterson/Ringstead.

The Clerk invited Members to note the following representations which had been received by the Council:

Sue and Dave Knapman-Roberts.

*With reference to the above planning application, my husband and I live at the farm, Brickfield House, behind Ash Cottage. We feel that the proposed extension is;*

- 1 On a small plot. Proposed plan is an over intensification of development of this plot that has already been developed.*
- 2. The proposed car parking of their 4x4 vehicles at the front of their property is totally unacceptable. Hare Lane is a very busy road and there are car parking problems already. There will not be sufficient highway visibility for vehicles coming from our access road. The parking proposed does not take into account the way the vehicles will have to be manoeuvred onto the highway in order for them to access their parking. They will have to use our access road to enable them to access the highway. There is a Health and Safety issue for pedestrians using the footpath at the front of their property whilst they are parking up or accessing the highway. Vehicles driving along Hare Lane will not have visibility of any vehicles that are exiting our access road if their vehicles are parked on the front of their property.*
- We have a working farm with vehicular access required 24/7. We already have problems getting out with tractors and trailers because of the number of parked cars on both sides of the road. This proposed parking will exacerbate the already major problem of parked vehicles.*
- 3. We notice that there are proposed roof lights. Does this mean that there may be further development to the property in the future? This could mean more vehicles !!!!!*
- 4. This is a speculative planning proposal that they wish to see completed whilst the next door property is vacant.*
- 5. Access required 24/7 for emergency vehicles. Ambulance/Fire Brigade*
- 6. The proposed extension will have a detrimental effect to our property regarding the privacy and enjoyment of our home. The proposed development will provide a large bathroom window and a new bedroom rear window which is much larger than the existing rear bedroom window. Both these windows overlook our property taking away our privacy and enjoyment of our farm.*
- 7. We feel that the drainage capacity is insufficient. We have had problems in the past before the extra 2 large houses were built*
- 8. An extension to this property would require scaffolding, lorries, skips etc. Our access road CANNOT accommodate this. Damage to the underground utilities and drainage system in the access road is quite a possibility. Access required 24/7. The width of our access road does not allow anything to protrude into it. eg back end of a parked vehicle in front of the cottage.*

*We do feel that the character of the front of the cottage should be maintained by not allowing 2 large 4x4 vehicles to be parked there.*

*Your comments on this matter would be appreciated.*

*Yours faithfully*

*Sue and Dave Knapman-Roberts*

Fiona Evans

*I am writing in relation to the above application.*

*I am the owner of 4 Yew Tree Villas Hare Lane Pipers Ash. My property is next door to Ash Cottage. I have owned this property for over 10 years. During this time I have enjoyed the rights to light in my property and the privacy with an open outlook from the main living area, which is to the side of the house. 16/17 083*

*My property is dated 1903 and has enjoyed over 100 years of light and privacy along the eastern boundary which is the main living space of the house. I am therefore objecting to the proposed application.*

*The privacy and rights of light in the property were the basis in my decision to purchase my house. The proposed extension would materially harm my amenity, rights of light, privacy and enjoyment of my property. The proposed scheme is detrimental to my property and to the greenbelt through the over intensification of development in excess of 90% of the original footprint on a small plot that has already been developed by over 30%. It causes demonstrable harm to the character of my property and to Ash cottage at the front and the rear of the property within the greenbelt. The proposed off street car parking is insufficient and unacceptable and causes considerable safety issues onto the public highway. The proposed drainage solution, which affects my property, is unacceptable due to the existing capacity within the network.*

*The heart of my property comprises two rear rooms, the dining/living room and a small kitchen area that are now open plan. There are two windows to this room. Both solely overlook the side access road with an open outlook.*

*There is also a small hall and bathroom to the rear of these rooms. The hall has a small opaque window overlooking the farm access road. The living/dining and kitchen area are the primary habitable rooms and whilst not particularly light, have the benefit of the sun that comes from the east across the applicant's site.*

#### *Rights of Light*

*The proposed extension is a two storey development, with scope for further development by the addition of the roof lights. The proposal will no longer allow any direct sunlight to enter the main living part of my property at any time and the current light will be lost.*

*The above photo shows the living/dining and kitchen windows and a hall window to the rear. These main habitable rooms enjoy privacy and rights of light into the property. This area will all be covered in shadow and will have a significant detrimental effect to the loss of light should the extension be built. The outlook from my property has enjoyed unrestricted light*

#### *Bulk and Massing*

*The scale of the proposed extension will have a detrimental material effect on my property. It will have a huge impact with regards to my enjoyment of my home. The bulk and massing of the proposed extension will completely dwarf my property. Furthermore, my property and garden will be completely overshadowed by the proposed scheme. CWCLP Policy SOC5 states that development which would have a significant adverse impact upon the quality of life, including residential amenity will not be allowed.*

*Supplementary planning development guidance for house extensions provides minimum standards for distances from the neighbouring property. Given that the habitable rooms that will be affected by the proposed extension are the main living space of my house, irrespective of the side access outlook, the proposed extension falls considerably short of the required 13m.*

*The current outlook from the living/dining/kitchen enjoys direct sunlight as stated above. The proposed development will mean that both windows be facing a two storey extension. The living/ dining room will face a window to a toilet and the dining/ kitchen window will face a two storey high brick wall.*

*My garden, whilst small, enjoys privacy and is not currently overlooked by Ash Cottage. The proposed footprint in excess of 90% of the original footprint of the building and will significantly dwarf my property. It cannot be approved in terms of planning policy. The application has included a site plan which identifies an outbuilding in the back garden. This was a carport that was erected after 1948 and should not be considered therefore for permissible floor space. The temporary building was dismantled in 2006/8.*

*The proposed roof windows suggest a loft conversion for future scope for development and again an over intensification of development for the site. This will also affect my privacy in my home. In addition, the proposal highlights the potential increase in the number of vehicles at the property which cannot be accommodated on the site.*

*Ash cottage currently has a small opaque rear bathroom window and a small bedroom rear window at first floor.*

*The proposed development will directly overlook my house and garden.*

16/17 084

*The proposal provides one large bathroom window and a new bedroom rear window which is over twice the size of the existing rear bedroom window and will become the main bedroom for the property. This will considerably effect my current enjoyment and privacy of my home.*

*The bulk and massing of the scheme will significantly affect my outlook and will be dominant to my property. This will materially harm my amenity.*

*The proposed extension will also cause considerable loss of garden area to Ash Cottage and does not appear provide sufficient outdoor space for the high density of proposed development in accordance with the key measurements. Also, the loss of open green space and intensification of the site within the greenbelt should be considered.*

*In the photo above the rear of Ash cottage clearly shows the current shadowing that will continue along my property in front of the main habitable rooms of my house if the extension is built. It also shows the current openness which I enjoy.*

*The applicant has recently cut down trees that were over 30 years old. This has adversely impacted my outlook and the visual benefit to the greenbelt. The photo above also identifies the loss of trees that have been recently cut down at the property.*

*Rear garden of 4 yew tree villas, not overlooked and with the benefit of light and identifies recently cut down trees in Ash Cottage. The new extension will block my outlook, direct light into the garden and will lose privacy as it will be directly overlooked.*

#### *Greenbelt*

*The proposed scheme is within the greenbelt. The proposed extension clearly demonstrates over intensification of development of the site. The extensive bulk and massing far outweighs any benefits to the site and has considerable impact on the openness in the greenbelt and represents inappropriate development in the greenbelt. Ash cottage already has an extensive two storey extension to the rear of the property, which provided over 30% of the original floor space of the building.*

*The openness and visual amenity of the greenbelt should be safeguarded in accordance with Policy STRAT9 of the Cheshire West and Chester local plan and the NPPF. The loss of mature trees and openness replaced with an out of scale two storey extension represents inappropriate development in the greenbelt and the design does not safeguard the openness or visual amenity of the greenbelt, contrary to policy guidance.*

*The above photo identifies the loss of trees in the greenbelt and the existing extension to the rear of Ash Cottage.*

*The proposed soft landscaping onto the farm access road is unrealistic. It is tight against the boundary of Ash Cottage. It is tokenism and has little credibility is adding any value to the extension. It is anticipated that this will not be maintained as it adds no value to Ash Cottage and I will potentially be facing an area that spoils my current outlook.*

#### *Car Parking and Highways*

*The proposed parking location will not provide sufficient highway visibility for vehicular access onto Hare Lane from the side access road and vehicles driving on Hare Lane will not have visibility of these vehicles turning out of the access road. The visibility from my parking space will also be affected.*

*The parking proposal creates a traffic related matter, which will obstruct vehicular visibility and create a danger to the safety and use of the highway. The current vehicular visibility is already weak from the farm access road and the obstruction of parked vehicles on the front of the property will increase the potential for traffic related incidents. The proposed car parking spaces at the front of the property are unacceptable and create a danger to the highway. It would have a significant adverse impact on the highway.*

*The parking proposed does not take into account the access and manoeuvring onto the highway in order to access the parking. The parking is side on to the highway. Hare Lane is a busy road. The proposed parking is also dangerous from a highway safety point of view. It relies upon using the access road in order to access the highway. There is no acknowledgement of the lamppost which would obstruct the parking onto the spaces.*

*The rear of the property has been used for car parking and the proposal at the front of the property provides insufficient satisfactory off street parking. The above photo shows the reliance on the side access road to access the proposed parking due to the lack of manoeuvring space at the front of the property.*

*The above photo identifies the visibility that is required from the side access side and the current frontage to Ash Cottage that has a lamppost in the way of the proposed parking space.*

*The proposed parking is detrimental to the character of the cottage and detracts from the visual appearance onto Hare Lane within the greenbelt.*

*Any potential development or alterations to the property cannot rely on vehicular access to the rear of Ash Cottage. Any extension to the property will require scaffolding and the side access road has insufficient width and cannot accommodate this requirement. Furthermore the road is not built to adoptable standards and cannot therefore be relied upon for use by commercial vehicles. Any increase in vehicle movement from this side access road, particularly the use of large commercial vehicles will contribute towards additional traffic and create safety issues, which affects all residents on Hare Lane.*

#### *Drainage*

*There is insufficient foul and surface water drainage capacity because the drains are regularly blocked. The area to the rear of Ash Cottage within the applicant's adjacent to the side access road already retains considerable surface water. Intensification of development will contribute towards additional surface water in this area. I am concerned about any additional capacity connections into the current drainage both foul and surface water system that is in the side access road. Further connections into this drain should not be allowed. In addition, the proposed inspection chamber is tight on the boundary of Ash Cottage and should not be allowed to be in the side access road.*

*The adverse impacts of this proposed development would significantly and demonstrably outweigh any benefits of this proposal taking into consideration, the national and local planning policies which it does not comply with.*

*No consultation has been made or offered by the applicant prior to submission. I have made contact with the owner who advised that this is a speculative planning application which they wish to see concluded whilst the property neighbouring to Ash Cottage on the other side is currently vacant.*

*Having discussed this matter informally with the planning department and reviewed national and local planning policy there is clear policy and legal evidence that this application should not be recommended for approval and no further extension to the footprint of the property should be permissible based on the current development that has already taken place.*

*The proposed extension will have a significant adverse impact upon my property. The significant adverse affects to my rights to light, my privacy and enjoyment and the material effect on my property and the affect on the quality of life, along with national and local planning policy can only conclude that this extension cannot be approved.*

*Yours faithfully  
Fiona Evans*

*Cllr Paterson had submitted the following report:*

*Applicant not in as they have another house elsewhere.*

*Ash Cottage was built in 1892 and has already been extended. The plans are to increase the size at the back and lose the 2 or 3 parking spaces and demolish the front walls to make 2 parking spaces. We do not think this would be enough for their 2 large cars which would mean they are parked on the pavement.*

*The plans do not show the true position we feel - the cottage is next to an access road to the working farm of Brickfield. The wall at the back slopes into the rear of Ash Cottage and so any build would be onto this access road. Any scaffold or skips could easily interfere with their access for farm vehicles.*

*The roof lights concern them as future builds could go into the loft making a 4 bed house 5 or 6, and there would be insufficient parking.*

*The build would take out the front garden and most of the back garden and would be over intensive.*

*The neighbours feel there would also be drainage issues, as the 2 houses in the chapel grounds had to cross the garden of Ash Cottage to reach the drains as digging into the road was going to cost £40k. They removed a hedge on doing the build which has not been replanted.*

*We feel we should object on the grounds of overbuilt.*

The following objection was submitted.

*The Council wishes to OBJECT. The site lies within an area designated as Green Belt in the Chester District Local Plan. In the Council's opinion, the proposed extension would represent inappropriate development as defined by the National Planning Policy Framework (NPPF). As no very special circumstances have been advanced 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 retained policy ENV66 of Chester District Local Plan. There are also concerns as to the highways implications, particularly given the immediately adjacent working farm access and the existing congested situation in the hamlet.*

Construction of three dwellings. Open for Comment  
Land At Grid Ref 343542 367507 Belle Vue Lane Guilden Sutton Chester  
Ref. No: 16/03048/OUT | Received: Fri 15 Jul 2016 | Status: Awaiting decision NEW APPLICATION  
Cllrs Fisher/Paterson.

The Clerk indicated Members may wish to note the revised address for this proposal. Representations from neighbours may be viewed on the planning website.

Members noted the following report from Cllr Fisher.

*Site visit by Cllrs Fisher and Paterson, 15th August 2016*

*This application is for the construction of 3 x detached 4 bed houses on land which has been separated from The Quinta, and which is now in separate ownership. This land is within the Green Belt which controls development in Guilden Sutton.*

*Conversations were held with Mr & Mrs P Collinson, neighbours at Belle Vue Bungalow and with Mr Goodwin at The Quinta, and postcard left at Cheviot.*

*We believe Guilden Sutton Parish Council should OBJECT to this application on the following grounds:-*

*The proposed development is for construction of Market Value houses in the Green Belt without sufficient justification, contrary to Planning Guidelines and Local Plan.*

*Also, compared with other dwellings in the immediate neighbourhood, the proposed dwellings have:-*

*Over-development - narrower and shorter plots than most neighbours.  
Identical height and style where the area is dominated by a mixture of individually designed bungalows and 2 storey dwellings.*

*Traffic on Belle Vue Lane presents a very significant danger, recognised in the proposed intention that "cars will always exit in a forward gear". There is inadequate provision for parking/turning 3 cars at each dwelling. The drawing shows inadequate vehicular access to Belle Vue Lane where greater width and splay is essential, and which would necessitate removal of too much existing front hedge.*

*Non-standard grey PvC window frames.*

*We feel the application is confusing in that*

*The Design and Access Statement makes 2 references to White Cottage, including the demolition and rebuilding of garaging. The current location cannot be identified.*

*No indication is given of the location nor service access to the proposed septic tanks at the properties.*

*Drawings of the elevations and ground floor plan show fenestration of the proposed dwellings which don't always correlate, and fail to indicate some chimney stacks.*

*The Biodiversity Survey/Report is merely a quotation of costs.*

16/17 087

Cllr Paterson had added (extract)

*I would like to add that although the Neighbourhood Plan has not yet got to consultation stage with CWaC, there is a strong feeling that properties should fit in with the surrounding properties and a number of identical boxes would not be deemed suitable in that area, which is in Green Belt.*

*The neighbours talked about Great Crested Newts being seen on the site, owls and rabbits living in there. The neighbour has maintained the front hedge and ensured power lines etc are not interfered with for 30 years.*

*I agree with Cllr Fisher's comments. The building materials proposed do not appear to be in keeping.*

The following objection had been submitted:

*The Council wishes to OBJECT. The proposed development would be located in the Green Belt where new residential development is restricted except in very special circumstances. The proposed development is not considered to represent infill, fails to preserve the openness of the land or character of the area and would thereby conflict with the purposes of including land within the Green Belt. A case for very special circumstances has not been made and therefore the development is considered to represent inappropriate development in the Green Belt. The proposed development would therefore be contrary to STRAT9 of the Cheshire West and Chester Local Plan (Part One) and the National Planning Policy Framework.*

Demolition of link attached garage and construction of part single storey part two storey front side and rear extension (resubmission of application 16/00526/FUL)  
26 School Lane Guilden Sutton Chester Cheshire CH3 7ET  
Ref. No: 16/03068/FUL | Received: Mon 18 Jul 2016 | Status: Approval. NEW DECISION

Single storey extension  
9 Middlecroft Guilden Sutton Chester Cheshire CH3 7HF  
Ref. No: 16/02659/FUL | Received: Wed 22 Jun 2016 | Status: Approved NEW DECISION  
Cllrs Davis, Hughes.  
No objection.

Two freestanding signs Open for Comment  
The Wood Farm School Lane Guilden Sutton Chester CH3 7ET  
Ref. No: 16/02400/ADV | Received: Wed 08 Jun 2016 | Status: Approved. NEW DECISION.

Two storey rear extension.  
Tile Farm Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL  
Ref. No: 16/02039/FUL | Received: Mon 16 May 2016 | Status: Approved.  
Cllrs Davis, Ringstead.  
No objection.

Crown lift on hornbeam tree.  
28 Cinder Lane Guilden Sutton Chester Cheshire CH3 7EN  
Ref. No: 16/01871/TPO | Received: Wed 04 May 2016 | Status: Approved.  
For information.  
Cllr Brown.

Replacement of Flat Roof Canopy and Porch to pitched.  
11 Guilden Green Guilden Sutton Chester Cheshire CH3 7SP  
Ref. No: 16/01791/FUL | Received: Thu 28 Apr 2016 | Status: Approved.  
Cllr Paterson.

Prune trees overhanging boundary  
43 Oaklands Guilden Sutton Chester Cheshire CH3 7HE  
Ref. No: 16/01745/TPO | Received: Thu 28 Apr 2016 | Status: Approved.  
Cllr Brown.

Installation of bay window to front elevation.  
Post Office Cottage Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EX  
Ref. No: 16/01718/FUL | Received: Tue 26 Apr 2016 | Status: Approved.

Demolition of the existing single storey lean-to and the erection of a single/two storey rear extension.  
17 Ash Bank Hare Lane Guilden Sutton Chester CH3 7EH  
Ref. No: 16/01667/FUL | Received: Thu 21 Apr 2016 | Status: Approved.  
Cllrs Paterson/Fisher.  
Objection.

Residential development of 10 dwellings (demolition of existing buildings) with garages, sheds and associated access road  
The Wood Farm School Lane Guilden Sutton Chester Cheshire CH3 7ET  
Ref. No: 15/05213/FUL | Received: Wed 23 Dec 2015 | Status: Approval.  
Cllrs Paterson, Davis.

It had been noted the proposal was expected to give rise to 2.2 additional primary age children.

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

It had been noted the applicant had been encouraged to maintain a 1 metre wide access along the side of the village hall.

Church Hall improvement. The Clerk invited Members to note Mr Williams was unable to attend for the pre application discussion on the proposed date of Tuesday 6 September and had suggested Tuesday 13 September at 7.30pm as an alternative ahead of a PCC meeting that week. This would take place in the Church Room to enable the proposals to be more easily explained and considered. The proposal was agreed. Mr Williams would be informed. **Action: The Clerk.**

(b) Unconventional energy sources. (b) Unconventional energy sources.

The Clerk requested the Council to consider the following from Cllr B Southward, Upton by Chester and District Parish Council, which had been acknowledged.

*Dear Sir,*

*These days the subject of Fracking etc is on most people's minds. As you know Upton has been in the news for the last couple of years as there were plans to test drill at Duttons Lane. A survey was done in the Community and over 86% of residents said firmly they were not in favour of the plans. A Frack Free Upton group was formed and the site was occupied for over 18 months. Some of those occupants being Upton residents. The story went global ! one night it was actually an item on a major US news station. And the camp received many visitors including big celebrities such as Dame Vivien Westwood and her Son Joe Corre' also the Green Party Leader Natalie Bennett and Musician Bez from the Happy Mondays. The camp was well reported by Sky News, the BBC and ITV.*

*Upton Parish Council has a working group on Unconventional Gas Extraction and one of the members Councillor Jeffery Lee (Labour ) wrote a very detailed draft policy statement. At a recent meeting it was suggested we contact other Parish Councils with a view to getting together and discuss a policy and future action. I feel working together with other Parish Councils could produce good results.*

*I would be grateful if you could get back to me ASAP with your views.*

*Councillor Brenda Southward  
Upton Parish Council*

It was agreed Cllr Southward would be informed there was at present no proposal within Guilden Sutton and the Council intended to maintain a neutral position at this time. **Action: The Clerk.**

(c) Development control process.

Draft planning protocol.

Members considered the following of which the Clerk had become aware through the Chester and Vale Royal Area Meeting.

16/17 089

## *Development Planning - Parish and Town Council (Local Council) Relationship Protocol*

### *Overview*

- 1. We recognise that Parish and Town Councils (“Local Councils”) have a crucial role to play in local democracy.*
- 2. There is a statutory requirement to notify Local Councils about applications for planning permission.*
- 3. Local Councils have a critical role to play in terms of formulating local policy.*
- 4. Local Councils provide a voice for local residents, act as a conduit for their aspirations and are the source of important information and local knowledge.*
- 5. We therefore recognise the need to foster dialogue and a close working relationship with Local Councils.*

### *What Local Councils can expect from the Development Planning Service (“the Service”):*

- 1. We will work in a positive and proactive way with Local Councils to manage development within their area.*
- 2. We will encourage applicants for major developments to contact their Local Council clerk to discuss development proposals with the Local Council before submitting a planning application.*
- 3. We will notify Local Councils of planning applications by email and allow 21 days for a response.*
- 4. We will allow time for a response over and above the 21-day limit on a case-by-case basis, subject to sound justification based on the planning issues, having regard to the length of any delay and statutory time limits for determining planning applications.*
- 5. We will provide contact details on notification emails so that Local Council clerks can obtain more information about planning applications.*
- 6. We will provide paper copies of documents/plans on case by case basis if requested.*
- 7. If there are amendments to major planning applications, we will ask the applicant to provide a clear summary of the alterations for ease of reference.*
- 8. We will give appropriate weight to emerging Neighbourhood Plans and full weight to made Neighbourhood Plans when assessing applications.*
- 9. We will take the comments of Local Councils into account when assessing and determining planning applications. If we are likely to recommend a major application against the comments of the Local Council, or the Neighbourhood Plan, we will contact the Local Council to discuss this before the final decision is taken.*
- 10. Local Councils wishing to speak to Planning Committee will be given the opportunity if they submit a request using the form on the Council website, once the agenda has been published.*
- 11. For major development schemes, we will encourage direct dialogue between the developer and the Local Council before and during the development phase with the aim of minimising the impact on the community and providing a forum for finding solutions to any issues that may arise.*
- 12. We will look to hold forum events at reasonable intervals for all Local Councils to provide an opportunity for regular discussion and feedback.*
- 13. We will work with CHALC to assist in maintaining a regular dialogue with Local Councils, whilst recognising that not all Local Councils are members of CHALC.*
- 14. We will provide support and guidance to Local Councils through the Neighbourhood Planning process in accordance with the Neighbourhood Planning Protocol.*

### *What the Service can expect from Local Councils:*

- 1. We will work positively and proactively with the Service to manage development in the locality.*
- 2. We will look to contact the Service to discuss any planning matter as early in the process as possible.*
- 3. If further time to comment on an application is necessary, we will contact the Service to discuss this as early in the process as possible.*
- 4. If paper copies of plans and other documents are required to assist in the consideration of an application, we will contact the Service to discuss as early in the process as possible.*
- 5. We will notify the Service of any enforcement matters that are brought to our attention.*
- 6. We will update contact details for Local Council Clerks with the Service as soon after any change as possible.*
- 7. We will look attend any events organised by the Service if possible.*
- 8. We will respond to any requests for consultation or surveys that may be circulated amongst Local Councils from time to time.*

The minute read:

## *Planning Process & Protocol*

*Steve Lewis, CW&C Principal Planning Officer, led a discussion regarding the draft planning protocol developed by CW&C, page 23 and 24 of the minutes. He stated that the CW&C planning department is keen to foster greater dialogue with Town and Parish Councils and develop a closer working relationship. It is hoped this will provide better understanding and reduce conflict and stresses around the planning system.*

*He stated it is his job as a planner to manage development and local councils can help by providing local knowledge.*

*The protocol (point 4) confirms Councils will have the statutory 21 days to comment on applications, and that CW&C planners are happy to extend that deadline where possible.*

*The protocol confirmed that the default position will be not to provide paper copies of application however paper copies for individual applications will be supplied on request.*

*The protocol also encourages greater communication between Local Councils and developers.*

*The protocol states that should the CW&C decide against the recommendations of the Parish Council planners will contact the Council to discuss the decision.*

*It was asked if CW&C could review the planning portal to make sure plans are accessible in evening for meetings.*

*It was asked that planners get commitments from developers to provide more community infrastructure, it was noted that the planners can only request improvements to things which are directly impacted by the proposed development and that mitigate the impact of the development. However it was hoped that the introduction of CIL (Community Infrastructure Levy) will go some way to resolve this issue.*

*It was asked what the definition is of a 'major development', it was noted that this is a nationally defined term (by government) and relates to any development of 10 or more houses or 1000sqm or more of any other type of development. Classification as a 'major development' acts as a trigger for other regulations including contributions towards affordable housing and education.*

*It was confirmed the 21 days consultation period starts when the town or parish council is notified by e-mail of the application, all applications should be available on the website when the notification is received.*

*A concern was raised that meeting with developers could result in Councillors being pre-determined. It was noted that guidance around predetermination has changed over the past couple of years and that Councillors can now express views on issues including planning applications so long as they do not appear closed minded.*

*It was also noted that Tarporley Parish Council has introduced a planning protocol to manage meetings with developers this can be viewed at <http://www.tarporley.org.uk/wp/wp-content/uploads/2015/11/Planning-Protocol-July-2015.pdf>.*

*Concerns were raised that highways do not take account of Council's comments and local knowledge, it was stated that no comments are ignored however policy does not always allow CW&C planners or highways officers to act on the comments.*

*It was noted that where applications are amended there is no statutory time limit for local Councils to be notified or respond within and that CW&C will not always notify Councils of slight amendments to applications.*

*The protocol asks that when developers submit significant amendments these should be listed so that Councils can understand the amendments, it was noted that CW&C can only ask for this information they have no authority to demand it.*

*It was noted that CW&C can request additional information from applicants if the information provided does not give enough detail for them to make an informed decision, and it was suggested that Parish Councils could contact the relevant planning officers if they feel more information is needed on an application to discuss this as early as possible following notification.*

*Members were reminded that funding is still available to Councils with an annual turnover of £25k or less to help them comply with the transparency code which would also assist councils with managing a paperless planning system.*

(d) Community planning.

(i) Parish Plan. Cllr Paterson informed there was now nothing further to report given the emerging Neighbourhood Plan.

(ii) Neighbourhood Plan. Cllr Paterson reported a further meeting of the group would take place on Monday 12 September 2016. **Action: Noted.**

(iii) Pipers Ash Advisory Panel. The suggestions received from Mrs S R Proctor, Ash Bank as to desirable actions in the newly acquired areas of Pipers Ash remained under review by the Clerk as minuted above. **Action: The Clerk.**

(e) Bird in Hand Support Group. Further to it having been noted the premises had re-opened with the hope that patronage from within the village would support the business and the more recent availability of food, there was nothing further to report at this stage.

(f) Affordable housing. Willis Close. Street naming and numbering consultation. The Chairman informed he had dealt with this consultation which referred to the naming of Willis Close and Willis Mews after a deceased person. The necessary consent had been signed by Mr J Willis, a family member and would be forwarded to the borough council. **Action: The Clerk.**

(g) Spatial Planning.

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

The Council noted the following from the borough council.

*There will be a six week consultation on the preferred approach for the Local Plan (Part Two) Land Allocations and Detailed Policies from Friday 12 August until 5pm on Friday 23 September 2016. This is not a statutory stage, but we would like to give you an opportunity to comment before we publish the final draft document.*

*The consultation documents (including draft policies and site allocations, policies maps, interim sustainability report, draft habitats regulations assessment and supporting evidence documents) can be viewed and comments can be submitted through the Council's consultation portal at [http://consult.cheshirewestandchester.gov.uk/portal/cwc\\_ldf/cw\\_lp\\_part\\_two/pref\\_app](http://consult.cheshirewestandchester.gov.uk/portal/cwc_ldf/cw_lp_part_two/pref_app)*

*A paper copy of the consultation documents will also be available in the Council's customer service centres and libraries during normal opening hours. If you do not have internet access to comment online, you can send your comments to us by email or post (address at the bottom of this email).*

*If your parish / town council does not have a meeting scheduled during the consultation period and will therefore find it difficult to respond by 23 September 2016, please contact us (by replying to this email or telephoning 01244 973887), as it may be possible to extend the deadline for responses. If you are in the process of preparing a Neighbourhood Plan, I would be grateful if you could ensure that your neighbourhood plan group are also aware of this consultation.*

*I look forward to receiving your comments.*

*Yours faithfully*

*Gill Smith - Planning Policy Manager  
Planning Policy Team*

The Clerk advised the minute of the Planning Policy Manager's presentation to the Chester and Vale Royal Area Meeting on 3 August 2016 read:

*Part 2 will follow the strategy set in Part 1 and will go out to consultation on 12th August until 23rd September and includes approximately 100 policies replacing all retained policies of the previous authorities. The plan also includes a number of policy maps which show policy changes. Members were asked to not only comment on policies they oppose but also comment on policies they support.*

*Part 2 will identify 'Local Service Centres' and includes a background paper explaining the identification process and evidence base.*

*The plan doesn't need to include additional land allocations for housing as housing targets have been reached but does allocate land for rural employment.*

*The plan tries not to duplicate made neighbourhood plans but does try to support them and give them extra weight.*

*The plan includes the Chester Western Relief Road and a 5th Park & Ride in the Mickle Trafford Area. The plan seeks to beef up policies around rural exception sites, in Part 1 it had been stated that housing associations etc could bring forward sites this was removed by the examiner; Part 2 seeks to give communities and Parish Councils lead role in developing these sites.*

*The Plan does not identify specific G&T (Gypsy and Traveller) sites but includes a short list and long list to go out for consultation.*

*It was confirmed now is the time to make comments as there is still the ability to change policies, following this round of consultation and resulting changes the next stage will be the publication stage which will be as near as possible to the final document which will go to the Inspector.*

*The biggest part of the plan is the development management.*

*Letters will be sent to all local councils with details of the consultation including a link to documents.*

The Council, further noted the following from the Assistant Chief Officer, Cheshire Association of Local Councils:

Dear Colleagues,

*As you will hopefully be aware the CW&C Local Plan Part 2 is now out for consultation until Friday 23rd September (5pm), please can you let me know by Monday 5th September if you feel it would be helpful for the area meeting to meet to discuss the plan and submit comments.*

*If there is support for a meeting I will organise one to take place as soon as possible before the 23rd.*

*For more information about the plan please see*

*[http://www.cheshirewestandchester.gov.uk/your\\_council/policies\\_and\\_performance/council\\_plans\\_and\\_strategies/planning\\_policy/local\\_plan/local\\_plan\\_-\\_part\\_two.aspx](http://www.cheshirewestandchester.gov.uk/your_council/policies_and_performance/council_plans_and_strategies/planning_policy/local_plan/local_plan_-_part_two.aspx)*

*Ann Wright  
Assistant Chief Officer  
Cheshire Association of Local Councils*

The Clerk had indicated the proposal was likely to be supported and that given the volume of documentation, it was not unreasonable to suggest that hard copies of all the relevant proposals for individual parishes should be provided.

The Clerk informed the issue had been raised in the forthcoming newsletter.

This was agreed. **Action: The Clerk.**

(h) Community Infrastructure Levy Draft Charging Schedule consultation. The Clerk informed the Chester and Vale Royal Area Meeting had been advised the proposals would hopefully go to examination before the end of the year to hopefully be adopted by the borough council early 2017. It was noted that CIL was very complex and was separate to the Local Plan. CIL charges would only apply to applications approved once it had been adopted.

16/17 093

#### 4 Quality Council issues.

##### (a) Training.

(i) Training dates 2016. Members wishing to attend any of the training opportunities in the 2016 calendar, which had been circulated separately, would advise the Clerk. **Action: All Members.**

(ii) Management and Meetings. Training session, 13 July 2016. No Members had indicated.

(iii) Planning Training Session 14 July 2016. Cllr Hughes and the Clerk had attended this course which had covered Enforcement, Appeals and Inquiries. The Clerk reported. A thorough presentation had been followed by questions and answers at which many parishes had raised particular local issues covering a variety of planning matters. Information provided by the LPA had been circulated.

(iv) Chairmanship 1, 5 September, 2016 (evening).

ChALC had advised the training session would cover the following aspects of Parish/Town Council business:

*The Role of the Chairman*

*Preparing for a meeting*

*Rules of Procedure*

*Chairing Styles*

*Managing the Meeting – group and individual*

No Members had indicated.

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

(c) Local Council Award Scheme. Further to the Clerk recommending the Council should pursue Quality status rather than Foundation status should this be progressed there was nothing further to report at this stage.

#### 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 for works carried out. **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.**

It remained the position there was presently an import ban on cherries of the required size and Mr R Birch, Scottish Power, was understood to be sourcing alternative species. As an alternative a payment of £25 per tree would be made to the Council. The Clerk confirmed Mr Birch had been informed that cherries were available on the internet and that as an alternative Cllr Hughes had further advised crab apples, lilacs or possibly amelanchier. Members requested that Mr Birch should be requested to provide an update. **Action: The Clerk.**

#### 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) Boundary hedging. Further to the family of the adjoining property agreeing the Council should proceed with the required work, subject to reimbursement, at the cost provided by Northwich Town Council, the contractor had been asked to proceed subject to this being by appointment to enable Cllr Davis and the family if they wished to be present. A date of 15 September 2016 was now proposed. Inquiries would be made by the Clerk as to the intended time. **Action: The Clerk.** The Council noted the annual cut of other hedges within the contract would be dealt with at the same time.

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

(v) Inspections. The Clerk advised some movement was present in one goal post leg. This was being monitored.

(vi) Playing field provision. The position remained it was unlikely that land would become available. The desirability of a further written approach being made to the landowner as to a possible purchase was being revisited by the Chairman who would make a renewed approach. **Action: The Chairman**

(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, the possible alternative proposed by Cllr Ringstead was being examined.

(ii) Inspections. There was nothing further to report at this stage as to the corrosion affecting the 4 no benches which had been reported to the supplying contractor. The report of the statutory inspector was awaited, the Clerk advising he understood the annual inspection had been slightly delayed but should now have been completed.

Further to the Clerk advising the self closing gate had become defective and Northwich Town Council had been requested to attend, Members indicated they wished this to be progressed. **Action: The Clerk.**

(iii) Grounds maintenance issues including boundary hedging. It was noted briars were being removed by the Clerk on a regular basis.

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

(iv) 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, which had been accepted and to his being informed the sign would initially be delivered to the County Office there was nothing further to report at this stage. Affixing the signage would fall to the Parish Council. Members indicated they wished this to be progressed. **Action: The Clerk.**

(c) Public Footpaths.

(i) Restricted Byway no 7 proposed improvement.

Further to the Council noting Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port) had indicated no objection to the proposed improvement subject to prior approval, which was being progressed through the Volunteer Public Rights of Way Warden, there was nothing further to report at this stage.

It remained the position that progress should be dependent upon the Warden completing the required approval form, a sample of the materials to be made available to Cllr Hughes, costings and to a site meeting at the areas proposed for improvement prior to commencement. The Warden had been advised. It was estimated the cost would be in the region of £300 from the ring fenced budget.

(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) Gowy paths. Cllr Hughes reported overgrowth towards the Oxen Bridge. This would be referred to the Volunteer Public Rights of Way Warden. **Action: The Clerk.**

(vi) Rights of Way Group. There was nothing further to report at this stage.

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

(viii) Greenway, Mobility access, Garners Lane. Flooding on part of the route beneath the bridge remained logged on as 4778604.

(ix) Kissing gates. Further to Cllr Davis referring to the state of kissing gates within the parish which he feared would be lost, the position remained the matter had been referred to Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port) who had indicated an inspection would be carried out and any necessary works raised if further details were provided. **Action: Cllr Davis.**

(x) Public Footpaths. Chester Rights Of Way Improvement Plan - Updated Map. Further to this document, for comment, being received from Ethos Environmental Planning and referred to the Volunteer Public Rights of Way Warden the position remained the Warden had assessed the document and forwarded proposals to the consultants. These had been made available to the Clerk and forwarded to all Members. **Action: Noted.**

(d) Grounds Maintenance.

(i) Cheshire West and Chester. There was nothing further to report at this stage.

(ii) Parish Council contract 2016/17. There was nothing further to report at this stage.

(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. The Council had agreed a refurbishment was required. **Action: The Clerk.**

Memorial benches. Requests for memorial benches per Mrs R Bailey and Mr K Jackson. The Clerk referred to the proposal a memorial bench might be placed within the parish in memory of the late former Cllr B J Bailey and indicated he had discussed the issue with Mrs R Bailey who would give the matter further consideration. He further reported a request by Mr K Jackson who wished to place a memorial seat to his late wife on the grassed area by the telephone box in Pipers Ash. The Clerk had advised the constituent that this Council did not own the land in question, which would need to be progressed through the borough council, but would consider the principle. It was agreed there was no objection in principle but noted there was an existing bench at that location.

In both cases it was noted all costs, including future maintenance, would normally fall to the family.

(f) Fox Cover: Landscaping. Continued growth in this area was being monitored.

(g) Provision for youth. Members had previously noted the following from the borough council:

*"We are currently identifying local youth provision within the rural area as part of an initiative to understand the coverage of the youth offer but also to link these groups to potential funding opportunities.*

*If you know of any youth provision within the rural area can you please complete the table below with the details specified."*

This had been circulated in full to all Members. The Council had taken the view that although there was no general provision for youth within the parish, opportunities were available for young people to engage in a wide range of activities within a range of organisations. This was being forwarded to officers. 16/17 096

(h) Wild flower planting. Concern was expressed by Cllr Fisher that an area of marsh marigolds planting may have failed.

(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.) A suggestion was made that some cutting back had taken place although overgrowth in the area, which did not exist when the beacon was installed, somewhat precluded crowds gathering in view of the advice received from the insurers.

The possibility of associated work to restore the vista to the city and the North Wales hills, possibly to include the A41 hedge line, remained ongoing. The Clerk would again contact Cllr Hall. **Action: The Clerk.**

(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, a further approach was to be made by the Clerk as to possible dates.

(l) Cultural Services Review - Public Consultation (Cheshire West and Chester Council). There was nothing further to report at this stage.

(m) S106 monies. Further to the welcome advice minuted above from Cllr S Parker Members remained concerned the allocation of amenity open space funding of £9,414.00 and play space funding of £2,761.00 arising from the Wood Farm development and that relating to Willis Close and the sums attached to that development remained outstanding.

It was noted the Council had been advised that the monies for the open space element may have to be allocated elsewhere in the absence of any land owned by this Council which had strongly objected to development monies arising from the parish being diverted elsewhere.

(n) Mobile library service review.

Further to the correspondence sent to Cllr S Parker requesting him to object in the strongest possible terms and to point out the Council's concern that a facility of value to some of the most vulnerable was to be withdrawn with no commensurate reduction in council tax, the Clerk had separately confirmed to the officer that remained the Council's position.

Members noted the following correspondence re Mrs S Davies.

*The intention of no longer providing a service to Guilden Sutton is a bitter blow.*

*The service has been so intermittent for well over a year or so since one of the buses in another area broke down, that it made it extremely difficult for the library to provide residents with any idea of when a mobile service bus was going to visit. One can't use a service that is neither advertised nor provided and I do hope you are not basing your analysis on use within the last 12 months as your questionnaire suggests. This would be grossly unfair.*

*The decision to no longer visit Guilden Sutton is unreasonable in view of its demography and poor bus service.*

*The elderly are very poorly served in the village due to circumstances beyond their control, a change of bus route and diminished service and now exclusion from a library service enjoyed by other villages without sheltered accommodation like ours.*

*Please re-consider and include Guilden Sutton which is only a mile or so from Mickle Trafford where a stop is planned. Unfortunately, there is no bus along this route or even a pavement for those who could walk that far!*

*I would be grateful if you could forward this email to the right person who is dealing with this issue.*

*I would also like an explanation why the service is being withdrawn from Guilden Sutton.*

Officers had responded as follows:

*Thank you for your email regarding the current Mobile Library Service Consultation.*

16/17 097

*Unfortunately we had a number of challenges with the Mobile Library Service last year, we lost one vehicle as a result of road traffic accident and another became unreliable due to age. We are now delivering a reliable service albeit on an extended rota to reflect the reduction in vehicles.*

*We have used the same data period for all existing stops but appreciate that this may have varied on previous years, specifically due to service issues last year.*

*The Mobile Library consultation currently proposes to cease stops at Moorcroft Crescent (monthly Monday - 15.15-15.30) and Village Hall, Guilden Sutton (monthly Monday - 16.00-17.30).*

*The proposal is being considered due to the proximity to Great Boughton Library and recent user figures.*

*We are also proposing to offer residents, who are unable to travel to a library, a Home Library Service supported by our volunteer colleagues at Royal Voluntary Service.*

*However, this is a consultation proposal and not a decision and we will consider all feedback. Wherever possible we will try and accommodate service requests following the end of the consultation.*

*You have highlighted public transport issues and the prevalence of sheltered housing in Guilden Sutton, all of which will be considered when we have collated all feedback.*

*If you require any additional information or wish to discuss this further please do not hesitate to contact me.*

*Rachel Foster  
Libraries Manager  
Cheshire West and Chester Council*

It was noted the issue had been raised in the forthcoming newsletter.

(o) Cheshire West and Chester Council Sports & Playing Pitch Strategy. There was nothing further to report at this stage as to this strategy being prepared by Strategic Leisure and 4 global, a technical sports consultancy, on behalf of the borough council.

(p) Men in Sheds. Further to this initiative being raised by Cllr Ringstead, Cllr Moulton strongly supported the proposal and believed it added to the urgency of land being acquired by the Council to facilitate fund raising.

**Action: Noted.**

7 Public transport.

(a) Services, general.

(i) DB8 GHA Coaches. The Clerk suggested Members may have been aware this operator had sought administration and had ceased services with immediate effect since the July meeting. He was unsure as to whether the company ran one of the two DB8 services through the parish to Ince although this service had not been listed as one of those affected. Cllr Roberts concurred as to the uncertainty. **Action: Noted.**

(ii) Withdrawal of C27 replaced by C26.

The Clerk confirmed the request from residents of Summerfield House for a circular route had been revisited with the transport officer who had advised as follows:

*We are considering the feasibility of a circular route and am awaiting further statistical information. I remain to be convinced that this is a solution to improving the situation for Guilden Sutton, except for the occasional journey to Hoole Road. There are some benefits to the current route in that residents have a direct service to the Countess Hospital and also the Company advises me that some residents enjoy a day out in Ellesmere Port market. I think that we need to be very careful not to destabilise the viability of this service as it currently meets a number of needs not just in Guilden Sutton but for various communities along the route. For example, if the route was a clockwise circular I am not convinced that the residents of Belgrave Road in Boughton would take kindly to such a long diversion to get home and could make alternative arrangements.*

It was noted the issue had been raised in the forthcoming newsletter.

(b) Bus stands, Guilden Sutton Lane. The Clerk was pleased to inform overgrowth at these stands had been subject to clearance and would continue to be monitored.

(c) Community transport scheme. Arising from the above and general public transport concerns the Clerk had obtained further details of this scheme operated by Cheshire Community Action. These would be included in the newsletter as follows and provided to Summerfield House.

16/17 098

*Cheshire Community Action (CCA) operates a volunteer car scheme for elderly, frail or disabled people who don't have a car and have difficulty accessing public transport and who would otherwise be very isolated. This may be due to a lack of provision in their area, poor mobility or disability, being housebound and/or vulnerable.*

*In the Chester area the scheme operates with over 30 volunteer drivers and 200 passengers. Journeys cover health appointments, including at hospitals, trips to the shops, visiting friends and relatives and so on. CCA says that if anyone is interested in becoming a volunteer driver, is interested in registering to become a passenger or knows someone who would really benefit from the service, they can be contacted on 01244 400222.*

(d) Concession fares. The suggestion by Cllr Hughes that information should be sought by the Clerk for inclusion within the newsletter as to the application of concession fares to the C26 service had been progressed. Advice had been received that concessionary fares were valid from 0930 onwards with the full fare applying prior to then. This had been included in the forthcoming newsletter.

(e) Public transport group. The Council considered a suggestion by Cllr Hughes that a group may be formed to engage with residents of Summerfield House on public transport issues in an endeavour to secure progress. It was agreed Cllrs Hughes, Paterson and Ringstead should seek a meeting through the manager. The continuing concerns of the RFO as to the prospect of rapidly rising costs in supporting any initiative were noted.

## 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.

(i) Community speed management.

(a) SID. Members noted the following dates remained

Monday pm 12th September to Monday am 25th September.  
All dates inclusive.

As agreed, a note had appeared in the newsletter explaining that awareness raising was the most important feature of the use of the equipment.

It was noted Cllr Moulton had circulated the records for July.

It was noted fixed devices appeared to have been mounted in Christleton. Further details would be sought by the Clerk. **Action: The Clerk.**

Further to Cllr Davis making an approach with respect to the acquisition of two speed activated devices, the issue remained with Cllr Moulton who was to follow up this helpful action and obtain estimates. **Action: Cllr Moulton.**

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

(c) Station Lane, speed activated signs. There was nothing further to report at this stage as to the longstanding undertaking by the highway authority to arrange for a speed / traffic count to be carried out. Any decision for funding would be based 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 a meeting with the Principal Engineer and it remained the position the issue would continue to be 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). There was nothing further to report following the installation of the device.

(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.

(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. **Action: Noted.**

(iii) Planter. Green space, junction of Hare Lane and Green Lane South. It was noted the inscriptions had now been affixed.

The Chairman requested the Council to confirm that volunteers maintaining these features should be reimbursed expenses for materials if requested subject if possible to receipts. This was agreed.

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

(v) Guilden Sutton Lane: footway drainage. Flooding opposite Garners Lane remained logged on as 4778604. **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. It was noted the landowner had now moved from the parish. **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 adjacent to the Wilding Business Estate caused by overgrowth remained with the highway authority. Overgrowth at the junction of the diversion and the CDS had also been referred.

(ix) Village access for mobility scooters. Further to this issue being revisited by Cllr Ringstead, the Principal Engineer had been approached by the Clerk who believed the issue may be included in the proposed walkabout. **Action: Noted.**

(x) A 41 Speed limit. Further to the Clerk inquiring of the highway authority 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 being dealt with under the assessment of Hare Lane/Belle Vue 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) Footways, School Lane and elsewhere. The position remained the Principal Engineer was happy for a walkabout to take place with the highway authority once a peak of work being undertaken by network stewards had passed. In the meantime the Council had been advised to report any dangerous issues. The path on Porters Hill had been reported and remained on as 4778182, Cllrs Ringstead and Roberts having referred to the deteriorating condition of this path.

Members remained cognisant of the advice from Mr D Reeves, Engineer, Highway authority that highways issues should as a matter of course be reported on line as this provided a reference number but more importantly the issue would be automatically routed to an officer who may well be in the vicinity.

(xiv) School access footway, rear Orchard Croft. See minute beneath under Environmental Services.

(xv) Reduction in speed limits, Hare Lane/Belle Vue Lane/Guilden Sutton Lane/Wicker Lane. Further to the Clerk reporting advice from the Principal Engineer that the 60mph limits on Hare Lane, Belle Vue Lane, Wicker Lane and Guilden Sutton Lane were recommended for 40mph (Guilden Sutton Lane 50mph) subject to consultation with frontagers on the lengths of road concerned which would fall to the Parish Council, there was nothing further to report at this stage, the date for completed questionnaires by frontagers to be returned to the Principal Engineer being July 1.

(xvi) Water, Porters Hill. Further to the Vice Chairman reporting a recurrence of water spreading across the surface of the carriageway leading to a possible skid hazard in cold weather, there was nothing further to report, the issue having been raised with the highway authority.

(xvii) Gutter weeds. See Environment Services beneath.

(xviii) 30 mph repeater Station Lane. There was nothing further to report at this stage as to the damaged repeater sign which had been reported to the highway authority. **Action: Noted.**

(xix) Proposed 20mph areas. Further to the Clerk reporting the Cabinet had agreed the implementation of 20 mph limits on residential roads across the borough, there was nothing further to report at this stage. This would involve roads where mean speeds were currently less than 24 mph and around schools where the mean speed was currently less than 30 mph. A map had indicated the main built up area of the village had the potential to qualify but had yet to be assessed.

(xx) Planting, highways verges, corners on Oaklands. Overgrowth which had not been recently dealt with had been reported to Streetscene with a request for action to be taken..

(xxi) Pot hole, Belle Vue Lane. Further to Cllr Ringstead advising of a large pothole on Belle Vue Lane, it was understood this had been marked.

(xxii) Guilden Sutton Lane diversion, Mrs Kirk. Overgrowth remained referred to Streetscene by the Principal Engineer

(xxiii) Manhole cover, Porters Hill. This cover, the subject of a fall, had been reported to the borough council reference 4779079. Cllr Paterson had advised this had previously been brought to the attention of the Network Steward following a previous issue.

(xxiv) Footway, Station Lane. The possibility of a footway being installed raised by Mrs Y Kirk had now been included in Rights of Way Improvement Plan consultation and was also being referred to the Principal Engineer and to Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port). **Action: The Clerk.**

(xxv) Uneven footway, School Lane. The position remained a walkthrough was awaited but issues believed to pose a danger should be reported. The path on Porters Hill has been reported and was logged on as 4778182 as minuted above.

(xxvi) Flooding opposite Garners Lane. This remained logged on as 4778604.

(xxvii) Street naming and numbering consultation. This was being dealt with as minuted above.

(xxviii) Dee Valley works, Station Lane. There were no action issues to report.

(xxix) Summerfield Road. The Clerk informed a complaint from Mrs S Bayton as to collapsing fencing obstructing the footway on Summerfield Road had been reported (4784061).

(xxx) Wicker Lane closure. The highway authority informed of the closure of Wicker Lane on 27 July 2016, probably for one day. This was said to be necessary for safety reasons to enable carriageway repairs to be carried out by Cheshire West and Chester Council.

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

9 Finance:

(a) Income

Co-operative Bank  
Current account interest

3 June 2016	£	2.13
5 July 2016	£	2.33
5 August 2016	£	2.13

Scottish Widows 1  
Interest 1 July 2016 £ 19.50

Scottish Widows 2  
Interest 1 July 2016 £ 4.00

(b) Payments

Members noted the following urgent payments made on 20 July 2017.

Patricia Paterson  
Neighbourhood Plan  
Stationery/room hire £ 57.77

Devaprint  
Neighbourhood Plan newsletter  
8868 £ 225.00

ChALC  
Planning training  
3580 £ 60.00

CWaC  
Second instalment, election recharge May 2015  
71120241 £ 537.63

Current Payments.

Co-operative Bank  
Stop payment  
re cheque 200607  
15 July 2016 £ 5.00

John Carswell  
Hare Lane planter -  
inscriptions £ 72.00 (inc VAT £12.00)

BDO  
External audit fee £ 120.00 (inc VAT £20.00)

Northwich Town Council  
Grounds maintenance  
1966 £ 235.20 (inc VAT £39.20)

Devaprint  
8922 £ 45.00

Clerk's expenses

Postage £ 1.92

Mileage  
44 @ 45p  
(includes NWN Mold) £ 19.80

Copies  
703 @ 5p  
£ 35.15  
£ 56.87

Proposed by Cllr Paterson  
Seconded by Cllr Hughes  
And agreed

(c) Balances

Co-operative Bank  
Current account

1 July 2016	£41923.55
1 August 2016	£37151.80
5 August 2016	£36705.13

Scottish Widows 1 1 July 2016	£19598.04
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Scottish Widows 2 1 July 2016	£ 4017.54
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(d) Deposit rates. The Clerk advised notification the interest on the Co-operative Bank current account had been reduced from 0.6% to 0.00%.

(e) Report on contingency payments.

Budget:	£ 983.00
Payments:	£ 0.00

(f) External audit 2015/16

The Clerk invited the Council to note there was no qualification by the external auditor although Members were required to consider and act on the following aspects:

Minor issue: A discrepancy of £1 in Section 2 of the Annual Return (in £52120). It was noted this arose from rounding advice given by the internal auditor.

Reserves: Gratuity fund. A recommendation that legal advice must be sought as to any contractual obligation which may have been voided by the 2011 regulations (previously reported). The Clerk advised that copies were held of the contractual obligation and of the Government view that where such an obligation existed a gratuity should be paid.

Fixed assets included at valuation. A requirement these should be included at cost. Advice was being sought by the Clerk as the proxy values used were required by the external auditor at the commencement of their contract.

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

(h) Clerk's gratuity. The Clerk was to deal with the estimated 2015/16 transfer based on 3.75% of basic gross salary of £202.51.

(i) Insurance issues. Members noted the renewal invitation from Came & Co which had been circulated separately in full and would be considered in detail in Part 2. Members subsequently decided to accept the broker's recommendation to include a three year Agreement.

(j) Pensions auto enrolment. There was nothing further to report at this stage, the Clerk confirming the requirement did not apply to staff with salaries below £10,000 pa .

10 Environment Services.

(a) Waste collection and recycling issues. Further to the Clerk informing a complaint had been received as to litter remaining as a result of the weekly collection the issue had been reported to the ward members and a note would appear in the forthcoming newsletter.

(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. 16/17 103

A 51 footway adjoining the Rugby Club. Further to the complainant advising Cllr Hall the overgrowth had been cut back with the suggestion further work might be carried out to widen/clear the footpath to its proper width in the near future, there was nothing further to report at this stage.

Further to Members referring to growth within the parish which had not been attended to by Streetscene including gutters and particularly the school access at the rear of Orchard Croft and to officers visiting, it was noted actions had been completed following advice from the Service Delivery Team Leader that weeds in the parish had been treated and would start to die back in the next 7 – 10 days with resources then being allocated to remove any remaining.

Further to Members reporting that tipping was again taking place in the dingle, the Clerk confirmed a note would appear in the forthcoming newsletter. **Action: The Clerk.**

Oaklands corners. There was nothing further to report at this stage further to Streetscene being requested to consider corners where overgrowth was restricting sightlines.

Complaints by residents.

Further to the issues raised at the July meeting which had been reported, the following was noted:

*(i) Is there any possibility that the kerbstones in the village will be sprayed with weedkiller this year. Unlike earlier years, last year they weren't sprayed. The weeds are now rampant and detract considerably from the tidiness of the village. I hope something can be done soon.* Members noted operatives had visited to spray and subsequently to perform mechanical and manual cleansing.

*(ii) I regularly walk what I call the "Guilden Sutton circuit" – Guilden Sutton Lane / Belle Vue Lane / Hare Lane. I get the impression this circuit is popular with quite a few people and is a popular dog walking route.*

*Guilden Sutton Lane footway is becoming increasingly plagued by overhanging hedges and shrubs, the vast majority of which are unkept hedgerows along field boundaries and what I would term "common" land. Particularly bad stretches include the approach to the A55 underbridge and between the railway bridge and Belle Vue Lane, both on Guilden Sutton Lane. The Clerk indicated he was unaware of any action being taken by Streetscene.*

*(iii) Could somebody please initiate the removal, or the use of weedkiller, on excessive amounts of weed and vegetation which has been allowed to proliferate on and around the gutters and pavements on Church Lane and, particularly, Old Hall Park. An inspection would be made by the Clerk.*

*(iv) The path from Belle Vue Lane to The Bird, it is grossly overgrown as usual. Can it not be regularly maintained even if only 2 or 3 month intervals? Dealt with by Streetscene. Compliment subsequently received from the complainant. This appreciation was referred by the Clerk to the Service Delivery Team Leader at the borough council who was to advise the team.*

The Clerk reported further complaints had been reported electronically as follows:

Overgrowth at Guilden Sutton Lane bus stands (Cllr Moulton via Cllr Hughes). This had been dealt with.

Overhanging willow tree/pampas both obstructing the footway on Oaklands. Reported on 4784060.

New complaint

*The footpath running adjacent to the field opposite the first houses in Cinder Lane is still very overgrown and impassable. From our window we see many start up it and then return to the road. A Council van drew up about three weeks ago and a gentleman surveyed the state of the footpath but nothing has been done. Also the path from Cinder Lane down to the pub has lots of branches old flowers etc dumped in the corner and this is unsightly and sometimes gets strewn across the path. Also there is a metal bar across the corner by pub garden which is potentially a danger. Some debris was cleared but someone is obviously dumping garden rubbish in the corner.*

*The steps on the other side of the pub are becoming difficult as you cannot hold the rail all the way down as the plants have grown over the rail  
This is awkward for elderly or people who have difficulty on steps. I only mention this because I recently had cause to use a stick to walk and used the steps to avoid the slippery path and found it quite hard. 16/17 104*

The Clerk advised the state of the fieldside footway had been reported on 4784619. He would inspect the other issues.

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

(d) 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.

(e) 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 had confirmed he had sought to progress the provision of a bin on Station Lane with Streetscene. The need for a bin at the corner of the green lane (Restricted Byway 7) and Route 7 would be emphasised. **Action: The Clerk.**

Further to the concerns raised by Members a suitable note was to appear in the forthcoming newsletter and on the web site. **Action: Noted.**

The Clerk advised previous correspondence, particularly relating to the Park Farm issues and the need for Cllr Paterson to be contacted re a site meeting together with the wider aspects had been resubmitted at his request to Cllr S Parker. A separate response had been received from officers which had enabled the Clerk to further progress the requested site meeting. The position remained the Volunteer Public Rights of Way Warden had discussed the issue with Mr Davis who was more than happy to accommodate whatever it took to reduce the problem including bins but not adjacent to his property, the pink poo initiative and notices.

The requested pink poo campaign remained logged at 101002823537.

Cllr Fisher noted a number of older dog fouling signs within the parish required replacement.

11 Trees and hedges.

Members agreed a number of issues could be removed with the following remaining.

(a) Hedges, Guilden Sutton Lane and elsewhere. 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.

A more recent issue raised by a constituent 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. Minuted above.

(d) 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 Natural Environment Officer (Trees and Woodlands) Mr P Murray had been invited to visit and had indicated he would be willing to do so to inspect trees on public land. It was understood the officer had now contacted Cllr Hughes.

It was further understood the new Tree Officer, Mr S Kimber, had advised the borough council was only in a position to deal with dangerous trees on its own land.

(e) Mrs Y Kirk, Guilden Sutton Lane diversion. Minuted above.

(f) Trees adjacent to Summerfield House. The concerns of residents minuted above had been referred on 4784062.

(g) Sycamore, Memorial Garden. The condition of this tree continued to be monitored.

(h) Cheshire Wildlife Trust. There were no action items to report at this stage.

12 Cheshire Association of Local Councils.

Draft Minutes of the Chester & Vale Royal Area Meeting held on 3 August 2016. **Action: Noted.**

The Clerk advised the next meeting would take place on Wednesday 28 September 2016 from 2pm until 4pm at Wyvern House, Winsford focusing on changes to adult social care in Cheshire West and Chester.

NALC/SLCC 2016 - 2018 national salary award. Details of this award had now been obtained by the Clerk. Arrears would be dealt with at the October Council.

ChALC Annual Meeting 20 October 2016, 7pm, Middlewich. The Chairman kindly indicated.

13 Cheshire West and Chester Council.

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

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

(d) Ward priorities.

The following priorities forwarded to Cllr Parker remained under review by the Council.

#### *Short term*

*Provision of bus stand Guilden Sutton Lane/Hare Lane*

*Complete actions to refurbish public noticeboards*

*Pink Poo campaign*

*Complete provision of defibrillator*

*Progress TROs for lower speed limits on Hare Lane/Belle Vue Lane/Wicker Lane/Guilden Sutton Lane.*

*Secure improvement in public transport for those without access to cars at weekends/bank holidays*

*Secure works to enable the Hare Lane Beacon to be used for gatherings and to restore the vista of the city and the Clwydian range.*

*Complete provision of 1 no speed activated device on Guilden Sutton Lane.*

*Improvements to the surface of Restricted Byway no 7*

*Marked footway on one side of Hare Lane from A51 to Ash Bank to improve safety for pedestrians, especially students from Christleton High School.*

#### *Medium term*

*Completion of Neighbourhood Plan*

*Installation of 2 no speed activated devices on Station Lane (possibly one in Mickle Trafford)*

*Review CW&C ward boundary so that the whole of the parish is in Chester Villages.*

*Improvement to boundaries of parish car park, Church Lane.*

*Improved CCTV for Village Hall/play area/shops*

*Restoration of kissing gates*

*Provision for youth*

*Speed awareness campaign*

*Preparation of community resilience plan*

## *Aspirations*

*Station Lane footway*

*Creation of pocket park in the dingle*

*Replacement of Cheshire railings at Hare Lane/Green Lane South*

*Purchase of playing field*

*Improved access throughout the village for mobility scooters*

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

(f) Rural Support Grant - one funding round 2016/17 financial year.

Correspondence from Denise Heayns, Project Officer- Rural Regeneration had been circulated to all Members and to Guilden Sutton Community Association and St John's PCC. It was noted the closing date for applications was 30 September 2016.

14 Cheshire Community Action.

15 CPRE. There were no action items to report.

16 Health. Public access defibrillator. The Clerk was recirculating the correspondence from the NWS as to the Council's inspection responsibilities. Further to Cllr Hughes informing of an accident involving a child hitting her head on the equipment and of action taken, the Council noted minor vandalism had occurred to the preventative measures taken. The possibility of any further measures would be considered.

The Clerk reported the NHS was presently able to offer training on Tuesday 27 September 2016 or on any Tuesday evening in October. It was agreed this would take place on Tuesday 11 October, 2016. Hall Management Committee groups, the primary school and Summerfield House would also be notified.

Guilden Sutton Community Association was being thanked for kindly housing the equipment. **Action: The Clerk.**

17 Policing/Fire Service.

(i) Policing:

(a) Crime. There were no action items to report in the absence of PC Boulton.

(b) Homewatch. Cllr Fisher noted a number of signs within the parish required replacement. The Clerk advised the scheme was being rebranded nationally.

(c) Crime fund. The possibility of the proposed second 'flashing 30' within the village 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.**

(d) Police and Crime Commissioner.

The Clerk indicated that Members might wish to be reminded the Commissioner hoped to develop a long term relationship with Town and Parish Councils and had asked his office to arrange twice yearly meetings with representatives of Town and Parish Councils in each Borough area. It was hoped these would commence in early Autumn and would provide an opportunity for the Commissioner to hear directly from Councils on the issues in their area and give him a chance to share his plans.

The Commissioner also encouraged Councils to develop a good relationship with their local policing unit Chief Inspector as he believed it was crucial that where possible, policing issues were addressed and resolved locally, in a timely way by local officers.

(e) Offender management. Berwyn Project, briefing 14 July 2016. The Council had not been represented at this presentation on the new prison in Wrexham. The correspondence had been forwarded to Members with a link for those who wished to attend to register.

(f) Research study. The Council noted the following:

*I am pleased to invite you to take part in a research study which is being carried out by Ecorys UK, an independent research organisation. Ecorys have been commissioned by Cheshire Constabulary to conduct an independent survey of Senior Stakeholders in order to inform their Senior Stakeholder Baseline Sentiment Study.*

*Aim of the research*

*As a valued stakeholder and partner of the Constabulary we are keen to understand how you view the effectiveness of their work, and how well they communicate their activities and achievements to you.*

*How to take part*

*We would be grateful if you would spend a few minutes completing the survey that you can access through the link below. You can start the survey and then complete it at your convenience.*

<http://ecotec.dubinterviewer.com/scripts/dubinterviewer.dll/frames?quest=SeniorStakeholder>

*Please be assured that your responses will remain anonymous and will be extremely valuable in helping to shape how the Constabulary can work better with you in the future.*

(ii) Cheshire Fire and Rescue Service.

There were no action items to report.

18 Newsletter. Members noted a further issue of the newsletter had been distributed on Thursday 8 September 2016.

19 War Memorial. The Chairman requested the Council to confirm the volunteer keeper of the Memorial Garden, Mr G Hamilton, should be reimbursed expenses for materials if requested subject if possible to receipts. This was agreed.

20 Bulb planting. It was agreed that Cllr Fisher would acquire 2 no bags and that those Members who wished would assist with the planting. **Action: Cllr Fisher.**

21 Parish IT.

(i) Transparency code. A minuted above it was noted the Council's itemised expenditure for 2015/16, extracts from the Annual Return and the full supporting notes together with the 2016/17 budget, (which included the 2015/16 budget for comparison) had been posted on the web site with the kind assistance of the Volunteer Webmaster **Action: Noted.**

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

(iii) 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.

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

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

22 Primary School. Cllr Hughes reported further. It was noted an Ofsted inspection was due and new governors had been appointed.

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) Film group. It was noted a further film evening would take place on 15 October 2016.. (ii) Volunteers. An article promoting volunteers to assist at community events would appear in the newsletter. 16/17 108

(iii) Hi Viz jackets. The Clerk was pursuing the purchase of 10 no lightweight hi viz jackets for Members' use when active within the community. (iv) GSCA fete, Saturday 9 July 2016. As requested, the following letter of congratulation had been sent to Mrs J Lathaen. Cllr Hughes indicated it had been much appreciated.

*I am delighted to be asked by the Chairman and Members of the Parish Council to congratulate you and your committee on the excellent fete. The time and effort such an undertaking involves is well recognised and we are all very pleased you were rewarded with another event which was again enjoyed by so many members of the community.*

Members further noted the 2017 fete would be held on Saturday 8 July. (v) Christmas tree. It was noted the concerns raised by the Chairman had progressed and the tree was in serious decline.

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

26 Village Hall Management Committee. Cllr Hughes reported further on work carried out within the hall during the recess including painting, the resurfacing of floors and attention to furniture. The car park would be relined subsequent to the completion of the proposed extension. **Action: Noted.**

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.

Previous items.

Mr Paul Gresty, The Wood. Further to Cllr Paterson informing Mr Gresty was to leave the village by 18 August 2016, the property to be redeveloped for housing, the Clerk confirmed a letter had been handed to Mr Gresty thanking the family for their service to the community over many years. **Action: Noted.**

Mrs Esther Fletcher. Further to Cllr Paterson advising that Mrs Esther Fletcher of Oaklands had been awarded an MBE for her services to the National Autistic Society, the Clerk informed he had spoken to Mrs Fletcher and a letter was in hand. **Action: The Clerk.**

New items.

Cllr Brown referred to Cheshire railings within the parish, the Clerk pointing out there was a magnificent sweep in Pipers Ash which were in some state of dereliction. Cllr Paterson advised of a borough council fund to enable their repainting.

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, a further approach to the highway authority would be made by the Clerk. **Action: The Clerk.**

31 Development control. Further to a Member referring to a possible development control issue, the Clerk informed advice had been sought and no breach had taken place. **Action: Noted.**

32 Retirement of Clerk. Further consideration was given to the terms and conditions of the preferred candidate as part of which the date for meetings of the Council would move to first Wednesdays which also took account of other considerations as to moving from a Monday. This was agreed.

33 Insurance renewal. Members gave detailed consideration to the information provided by Came & Co as to three possible providers. It was agreed the recommended provider should be accepted on a three year term.

34 Land within the parish. A Member reported an approach as to land within the parish. It was agreed the matter would be revisited in due course.

35 Memorial Garden. The Council noted the volunteer keeper of the Memorial Garden, Mr G Hamilton, had kindly demonstrated to the Chairman he was able to adopt a safe working practice in gaining access to the garden.

36 Mr D Norbury. At the conclusion of the business Members kindly presented a watercolour of the Gowy valley to the Clerk in anticipation of his impending retirement. Mr Norbury responded.

Date of next meeting: Wednesday 5 October 2016

The meeting concluded at 2224.