

Guilden Sutton Parish Council
Draft Minutes of the Ordinary Parish Council meeting held on Wednesday 4th
March 2020 at 7.30pm in Guilden Sutton Village Hall

PART 1

Chairman: Cllr Moulton

Present: Cllr I Brown, Cllr S Ringstead, Cllr D Hughes.

Clerk: Kath Lloyd (locum)

In attendance: CWaC Ward Cllr G Heatley and two members of the public

1 Procedural matters.

(a) Apologies: Apologies received from Cllr P Paterson (holiday), Cllr S Proctor (ill health) and Cllr M Littlewood (personal reasons), Mrs L Tiplady, Clerk (ill health)

(b) Declarations of interest. Cllr Hughes declared an interest as members of the Guilden Sutton Green Space (GSGS) Group.

(c) Confirmation of the minutes of the Ordinary Parish meeting of the Council held on Wednesday 5th February 2020 and the extraordinary meeting held on the 27th February. It was proposed by Cllr Ringstead and seconded by Cllr Hughes and agreed that the minutes of the Ordinary meeting of the Council held on 5th February 2020 and the extraordinary meeting held on the 27th February should be approved.

(d) Dates of future meetings in 2020

1st April	2nd September
6th May (Annual meeting-7pm)	7th October
3rd June	4th November
15th July (pushed back to account for August gap)	2nd December

All meetings will be in the Village Hall at 7.30pm.

(e) Councillor vacancy: one application for the role of co-opted councillor has been received and was considered by the meeting. It was proposed by Cllr Moulton and seconded by Cllr Hughes that Daniel Broughton be co-opted onto the council. **ACTION:** Invitation to be sent to Mr Broughton to invite him to the next council meeting.

2. Community engagement/Communications:

(a) Visiting officers: Mr Lewin reported that he had raised the level of foliage and litter along footpath 3 with Richard Ankers, Public rights of way officer at Cheshire West and Chester Council and copied the Clerk into the report.

(b) Visiting Members: Cllr Heatley had nothing to report.

(c) Public speaking time: none needed

(d) Public correspondence. No correspondence from the public.

(e) Report from surgery held on Saturday 29th February 2020: Cllr Proctor and Cllr Hughes attended the village surgery on the 29th February 2020. Cllr Hughes gave a brief summary of the issues raised at the surgery in Cllr Proctor's absence. Cllr Hughes also offered to attend the next surgery, along with Cllr Littlewood who has contacted him to confirm that she will attend. The next surgery will take place on 28th March.

(f) Website: Mr Lewin updated the council on the recent development of the website which is now fully operational. He asked for feedback from councillors and there was a discussion about whether councillors' phone numbers should be included or just email addresses.

(g) Communications sub-committee: The Guilden Sutton Parish Council April 2020 Draft Local Handbook article was agreed as follows:

Guilden Sutton Clean-Up Weekend Saturday 25th and Sunday 26th April. 10.30am-3.00pm (footpath pic)

In response to a request from some residents, a village clean-up is being arranged at the end of April. We plan to tackle the footpath that runs behind Oaklands from Belle Vue Lane down to the steps near the pub. If you can spare an hour on either day do let us know. Maybe you are in a local group and could bring your own team or your family. (email clerk@guildensutton.org.uk or text 07xxxxxxxx (insert clerk's parish mobile)). We'll be pulling up weeds trimming, pruning, sweeping, &c so bring any tools you might have to do the job and wear appropriate clothing including gloves and safe footwear. We'll try to have spare tools for those who need them. We're hoping to have some refreshments available at the Village Hall between 12.30-1.30 for those who help. Meet at the Village Hall at 10.30 each day or come and find us on the footpath.

ACTION: Cllr Littlewood to create poster and circulate to councillors for approval in the Clerk's absence.

3.Guilden Sutton Green Space – deferred until the Clerk returns to co-ordinate a special meeting to discuss in detail

4. Environment

(a) StreetCare: Cigarette ends and new bin request near PA notice board reported 6/2/20 SS172996664

Residents on the volunteer list have been contacted about the clean up day by Lisa

Cllr Ringstead reported that she had spoken to CwaC Streetscene officers at the Town & Parish Council Conference on 3rd March and shared the parish council's disappointment in the standard of grounds maintenance in the area over the last year. The officers had agreed that some of their contractors had not been satisfactory and that they were hopeful of an improvement this year.

(b) Dog Fouling: Nothing to report.

(c) Trees and Hedges, planters and bulbs: Nothing to report.

(d) Hedge behind Village Hall: the contractors have left some debris and the village clean up on the 25th/26th April will tackle this.

5. Planning.

(a) New/recent applications.

20/00419/FUL	28 Cinder Lane Guilden Sutton Chester Cheshire CH3 7EN Single storey front extension Comments by 27th February 2020	Cllr Brown and Cllr Hughes will visit and comment if appropriate
20/00671/FUL	8 Porters Croft Guilden Sutton Chester Cheshire CH3 7HQ Extension to side Comments by 17th March 2020	Cllr Moulton and Cllr Hughes will visit and comment if appropriate

Awaiting Decision

19/03019/FUL	Fieldway Hare Lane Guilden Sutton Chester CH3 7ED Two storey front extension
19/03281/FUL	Bird In Hand Church Lane Guilden Sutton Chester CH3 7EW Replace the existing windows throughout the building and reduce the patio level to ground level
19/04526/FUL	46 School Lane Guilden Sutton Chester Cheshire CH3 7ET Two storey rear extension

Decision made

20/00003/FUL	67 Oaklands Guilden Sutton Chester Cheshire CH3 7HG Rear and side single storey extension Status:Approval
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(b) Neighbourhood Plan: Cllr Ringstead reported that the Plan is nearly ready and she is hopeful that it will be circulated by April.

6. Training/Events/Meetings: Nothing to report

7. Parish Car Park: One of the trees causing concerns for a local resident has been removed and the council need to take advice on the future of the other one. **ACTION:** Clerk will write to resident explaining that council is taking advice.

8. Leisure Services.

(a) Playing field: Nothing to report

(b) Play Area: Nothing to report

(c) Footpaths/Footways: Nothing to report

(d) Mobile Library: The mobile library will be visiting the parish on:

13 April, 4 May, 15 June, 6 July, 17 August, 7 September, 19 October, 9 November, 21 December. The mobile will be off road for servicing on the following dates: 20 January, 23 March, 25 May, 27 July, 28 September and 30 November.

Stopping at: Hare Lane (post box) 9.30 - 9.50am, Moorcroft Crescent 10.00 – 10.15am and Village Hall Car Park 10.30 – 12.00 noon.

9. Public Transport: Cllr Ringstead reported that she had raised rural public transport at the Parish Council Conference and had been reassured by the CwaC Chief Executive that it was under consideration. Councillors were asked to consider the public consultation underway at the moment on Community Transport https://inside.cheshirewestandchester.gov.uk/get_involved/consultations/community_transport_recommission_consultation/community_transport_consultation_information

10. Highways

(a) SID Group: Nothing to report

(b) Standing consideration of Highways matter: Nothing to report.

(c). Hill Top Road/Arrowcroft Road junction: Nothing to report.

11. Finance

(a) Income.

(b) Payments.

Lisa Tiplady (Wages)	£343.72	Online
Mid Cheshire Grounds Maintenance (February)		
Lisa Tiplady (paper)	£17.95 including £2.99 VAT	
The Grass Man (Tree removal)	£200	

It was proposed by Cllr Hughes and seconded by Cllr Moulton to accept the financial information and approve the 3 specific payments put forward. Cllr Hughes to authorise transaction.

(c) Balances / Bank statements/Payment schedule cash book: Discussed option of setting up direct debit for Lisas and David wages, Mid Cheshire, S Roberts and P Blythe and agreed to defer to next meeting.

Scottish Widows Business Fund deposit account 1. (Balance Checked 31/1/20)
£19,438.77

Scottish Widows Business Fund deposit account 2.(Balance Checked 31/1/20)
£4229.20

(d) Finance Risk Assessment: deferred to next meeting.

(e) Grant applications : Grant application from church distributed to all councillors 25/2/2020. The locum Clerk advised caution when giving grants to churches under **s 8(1)(i) Local Government Act 1894** “(i) to execute any works (including works of maintenance or improvement) incidental to or consequential on the exercise of any of the foregoing powers, or in relation to any parish property, *not being property relating to affairs of the church or held for an ecclesiastical charity.*”

ACTION: Clerk to check legal power with Jackie Weaver at ChaLC

(f) Internal auditor: agreed to continue to use same internal auditor as last year.

12. CWAC and other organisations : Cllr Ringstead gave a summary of the Town & Parish Council Annual Conference and encouraged others to attend in future.

(a) CWAC correspondence: Nothing to report

(b) ChALC/NALC: Nothing to report

(c) CPRE: Nothing to report

(d) Defibrillators: The cabinet will be installed on Tuesday 3rd and Thurs 5th March.

Janet Graham to provide training-email sent 11/2/20 **ACTION:** Clerk to arrange training

(e) Police and Fire services: no reports

i) To receive updates and information from the Police and Fire service.

ii) Nitrous oxide.

13. Guilden Sutton Primary School: Cllr Hughes reported that the school was having additional storage for Yrs 5 & 6 installed over Easter break.

14. Community Events: Cllr Ringstead reported that the Cinema Club had now ended and the remaining funds would be used for a community event on Friday 8th May for VE Day – there will be a family party during the afternoon and a disco and buffet for adults in the evening with a bar.

15. Village Hall Management Committee : Cllr Hughes is to put up some Coronavirus warning posters to inform users of the hall. He also reported that the new LED lighting in the hall has been welcomed and Cllr Moulton thanked him for the additional lighting on the outside steps.

16. Members information /speaking time: Cllr Ringstead reported that a neighbour had been stolen from by an electrician that she had hired from one of the local handbooks. The incident has been reported to the police and the editors of the booklet but had left the resident feeling vulnerable.

Cllr Hughes had received an email from a local firm asking him to put a link to the business on the parish website. He will send to the Clerk to circulate for councillors' views.

The Village Fete will take place on July 11th and some side shows and amusements have been booked.

The meeting ended at 20.50 hours.