

**Guilden Sutton Parish Council**  
**Minutes of the Ordinary Parish Council meeting held on Wednesday 4th**  
**November 2020 at 7.30pm via Zoom**

**PART 1**

Chairman: Cllr D Hughes (DH)

Present: Cllr P Paterson (TP), Cllr I Brown 7.37pm (IB), Cllr S Proctor (SP), Cllr M Littlewood 7.50pm(ML), Cllr S Ringstead (SR), Cllr W Moulton 7.47pm (BM) and Cllr D Broughton 7.33pm (DB).

Clerk: Mrs L Tiplady (LT)

In attendance: Margaret Parker. 1 member of the public.

**1 Procedural matters.**

(a) Apologies. Apologies received from Cllr G Heatley (Work) and PCSO L Bailey

(b) Declarations of interest. DH and ML 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 7th October 2020. It was proposed by TP and seconded by SP and agreed that the minutes of the Ordinary meeting of the Council held on 7th October 2020 should be approved. The minutes will be signed as soon as possible by the Chair as a true record of the meeting.

(d) Dates of future meetings.

2020

2nd December

All meetings will be held on Zoom due to social distancing regulations until further notice.

Proposed dates of meeting for 2021

Jan 6, Feb 3, Mar 3 & 31, May 5 (Annual), June 9, Jul 21, Sep 1, Oct 6, Nov 3, and Dec 1.

**2. Coronavirus**

a) Support Group. LT confirmed that the support group is still active but currently not being used.

b) VETS. SP to support LT with the recruitment and set up of the service and volunteers training.

ACTION: SP and LT to arrange a zoom meeting.

c) ChALC video. ML gave an update on the filming session organised by ChALC. The videos will be presented at the annual ChALC meeting and on the ChALC website. Mrs Downing and Reverend Carty also contributed to the video. Mrs Pinder has sprayed a number of stones to protect them over the winter months.

### **3. Community engagement/Communications:**

(a) Visiting officers. A resident reported a broken stile on the public footpath off Belle Vue Lane near the rugby club. BL has contacted CWAC PROW team to discuss and will monitor. SP noted issues with farmers blocking PROW in Littleton-it is not thought to be an issue in our parish.

(b) Visiting Members. MP discussed national lockdown and confirmed that CWAC are working hard to address related issues. Some services will change. Waste collection will continue. Park and ride will continue and some libraries may operate a click and collect service. MP will feed back to CWAC about overflowing bins. MP has spoken to Mrs Kerfoot and no member's budget is required this year for christmas decorations.

(c) Public speaking time. Mrs Jessop confirmed that there has been a delay in hearing the outcome for the Climate Emergency Fund money. This is likely now to be mid November.

(d) Public correspondence.

A resident emailed asking about overgrown hedges in the village.

ACTION:LT to ask the resident to compile a list. DH to then visit, review and send a letter if appropriate.

(e) Village Surgery. TP and DH attended the surgery on the 31st October. One resident raised concerns about passing horses on footpath 7. IB and SR to attend the next village surgery on the 28th October 2020.

ACTION:Clerk to write to the post office thanking them for coffee.

(f) Website. New website accessibility guidelines BL to give an update at next meeting.

ACTION: BL to put remembrance pictures and information on the website.

(g) Communications sub-committee.

ACTION:SP, SR and ML to meet and discuss a potential article for the magazine including coronavirus support group number.

(h) Noticeboards. LT confirmed the notice boards are getting in a bad state of repair and need some maintenance work. MP would be happy to give money for a new noticeboard if required.

ACTION: SR to investigate. LT to ask the painter for a quote and quote for a new one.

### **4. Guilden Sutton Green Space**

The Section 106 monies paperwork was distributed to all councillors prior to the meeting. We are currently waiting on Sarah Dobbins at CWAC to answer some questions. It was proposed by BM and seconded by SP that as long as response confirms that funds will be released prior to the purchase of land the Clerk will fill in the necessary paperwork and return to CWAC. It was noted that we need to have an equal opportunities policy.

(a) Solicitors. It was proposed by TP and seconded by BM that any documents and reports paid for through the solicitors will be shared with GSGS group.

(b) Climate Emergency Fund. Awaiting approval from CWAC.

## **5. Environment**

(a) StreetCare.

A resident reported overgrown weeds going over the pavement at land off Guilden Sutton Lane. Mr Gresty visited the day after speaking to the Clerk and cut it all back. He has also arranged for the hedge to be cut in the near future.

Reported to CWAC:

Saplings and weeds on bridge belle vue lane SS258712049. Reported on 8/10/20

Saplings and weeds on Hare lane SS258713414 Reported on 8/10/20

Overgrown weeds over Cycle path on Green Lane SS258714668 Reported on 8/10/20

Weeds near rugby club SS258715915 Reported on 8/10/20

TP reported Litter bin on Church lane (again for 3rd time) SS266064693

TP noted cigarette ends by bus stop near Wildings Industrial estate.

ACTION: Ask Wilding to send out a reminder email to units.

(b) Dog Fouling.

ML confirmed that a resident reported slipping on dog poo on facebook. ML noted a dog poo sign on Belle Vue Lane. ACTION: Dog poo to be added to the magazine article.

DH to put 6 new signs up around the village.

(c) Trees and Hedges, planters and bulbs.

i) Bulb planting. Historically we have had low turnouts on bulb planting events. LT suggested a different way to improve convenience and avoid unpredictable weather. It was suggested that a big bulk bag of daffodil bulbs could be purchased and then split into smaller bags. These bags can then be collected from a central location and residents can plant them at their convenience. It was proposed by DH and seconded by SR to purchase bulbs upto the value of £50.

ACTION: LT to ask Preschool if they want to be involved in planting. TP to purchase bulbs and distribute. ML and BL to advertise. ML to ask Roy if he wants to be involved.

SP to plant on Hare Lane.

(d) Lengthsman

Two applicants applied for the position

ACTION: LT to send out a job offer to the successful candidate. DH to ask Mr Norbury if he has any equipment which is the property of the Parish Council.

## **6. Planning.**

(a) New/recent applications.

Up to date information was unavailable due to the CWAC planning portal being down before the meeting.

20/02900/TPO	Firdale 1 School Lane Guilden Sutton Chester CH3 7ET Fell 3x ash trees Comments by 8th September 2020 Response: No objection
20/02662/FUL	109 Oaklands Guilden Sutton Chester Cheshire CH3 7HG Replace flat roof and canopy to side and front of dwelling with tiled pitched roof and canopy. Comments by 10th September Response:No objections
20/02621/FUL	Heathfield Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EX Increase for up to 20 touring caravans and camper vans Comments by 11th September 2020 Response: No objections
20/01459/FUL	Bird In Hand Church Lane Guilden Sutton Chester CH3 7EW Removal of the porch on the east elevation and replace the glass door and side panel with new double glassed doors and a heavy set frame and head, painted in black to match the existing windows and doors Comments by 28th September 2020 Response:No objections
20/03076/FUL	107 Oaklands Guilden Sutton Chester Cheshire CH3 7HG Alterations to remove flat roof and canopy to side and front of dwelling and replace with pitched roof and canopy. Comments by 7th October 2020 Response:No objections

## Appeal

18/04703/OUT	Land At School Lane, Guilden Sutton, Chester. Outline application with some matters reserved for erection of two dwellings and associated access works. Appeal reference number:20/00041/REF
APP/A0665/D/ 20/3248117	Wembrook, Belle Vue Lane, Guilden Sutton, Chester CH3 7EJ Status:Appeal dismissed

TP raised concerns about a hedge that has been removed in the village.  
ACTION: Clerk to email enforcement to discuss further.

MP gave an update via the Clerk on the quad biking on Tile Farm. This situation will be reviewed in the spring when the evenings become lighter.

(b) Neighbourhood Plan.

TP went on a zoom round table meeting on white paper. TP fed back her opinions and emphasised the importance of our NP.

### **7. Training/Events/Meetings.**

Nothing to report.

### **8. Parish Car Park.**

Nothing to report.

### **9. Leisure Services.**

(a) Playing field. Mid Cheshire Grounds Maintenance confirmed the ground is too wet to cut the hedges by the playing field at the moment but will do it as soon as possible.

(b) Play Area. Nothing to report

LT has provided the lock code to Mid Cheshire so they can inspect the park weekly.

DH raised concerns about the hedge cutting outside the park area.

ACTION: DH to arrange for the Community Association to cut it next year.

i) Wet pour quotes Mid Cheshire provided a quote in addition to the ones received from other companies at the last meeting. It was proposed by DB and seconded by BM to accept a quote from Mid Cheshire for £759.65 once confirmed that the cost involves both the wetpour and detergent cleaning. ML asked if everyone is happy that the play area remains closed during the week and open on the weekends. Everyone agreed unanimously.

ii) Extension

Daniel Lockwood from CWAC confirmed that there is still £9,414 available to provide/improve existing/ new in/formal play space off Hill Top Road Guilden Sutton. The money has to be used by September 2021. SP proposes and seconded by TP to contact CWAC and change the terms of 106 monies for use in village rather than off hill top road. SR asked for an extension of 12 months due to covid.

(c) Footpaths/Footways. Nothing to report

(d) Mobile Library.

Service currently suspended due to lockdown.

### **10. Public Transport**

(a) Bus stop renovation

LT emailed Highways about whether we are allowed to paint shelters on 8/10/20. LT distributed a quote received for painting metal work on bus shelters. ACTION:LT to chase up CWAC.

(b) Cycling improvements

ACTION:LT to chase up CWAC for a reply.

## 11. Highways

(a) SID Group Nothing to report

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

Overgrown triangular sign near A41 on Guilden Sutton Lane reported to CWAC on 8/10/20 SS258808797

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

## 12. Finance

(a) Income.

None received.

(b) Payments.

Payee	Amount
Lisa Tiplady (wages)	379.97
P Blythe	£80
S Roberts	£80
Mid Cheshire Grounds Maintenance Ltd	£120 (including £20 VAT)
Lisa Tiplady (Zoom meeting subscription)	£14.39 (including £2.40 VAT)
Poppies (Bill Moulton)	£60
Wreath (Sue Davies)	£17.50
Community HEartbeat Trust	£174.00 (including £29.00 VAT)
Autela (Payroll)	£62.30 (including £10.38 VAT)

It was proposed by Cllr SP and seconded by Cllr IB to accept the financial information and approve the payments put forward. Cllr TP to authorise transactions.

Payroll made a mistake on the payroll and we have overpaid HMRC - the next payment will be adjusted to account for this.

(c) Balances / Bank statements/Payment schedule cash book.

Co-op account current account ( Balance Checked 02/11/20) £22,622.20

Co-op account savings account ( Balance Checked 02/11/20) £30,066.76

Scottish Widows Business Fund deposit account 1. ( Balance Checked 30/9/20)  
£19,439.75

Scottish Widows Business Fund deposit account 2.( Balance Checked 30/9/20)

£4229.42

HMRC have been in contact with regards to a payment for July-september 2019 PAYE. The payment was wrongly assigned and the issues have now been sorted.

The Bird in hand support group have asked if money from the ACV can be stored in the parish council bank account in case it is needed in the future due to their bank account closing.

ACTION:Clerk to ask ChALC if holding money for another organisation is allowed..

### **13. CWAC and other organisations**

(a) CWAC correspondence Nothing to report

CWAC distributed the 'Unprecedented Times' – Your chance to shape the Council budget and services budget consultation information to Councillors

This consultation exercise will be open until 3 December 2020.

ACTION: All Councillors to read and feedback any response to Sue P to compile. LT to submit.

Reported to CWAC:

Daylight burning lights

-School Lane By the Lodge HW266067118

-By Raneleigh HW266070416

- On Oaklands by Wood Croft (opp Derek) HW266069226

ACTION:Clerk to distribute CWAC log in details to all Councillors.

(b) ChALC. Nothing to report.

(c) Defibrillators. Nothing to report.

Defib battery needed replacing at Village Hall site. Consumables covered until 2024

(d) Police and Fire services

PCSO Linda Bailey asked if anyone knew who owned the land near the substation in

Pipers Ash

i) Nitrous oxide.

ACTION: ML and SP to write to local MP detailing concerns with nitrous oxide use especially in children.

#### **14. Guilden Sutton Primary School**

DH has attended a number of governor meetings. Covid changes are being adopted well. A new parent governor has now been elected.

#### **15. Community Events**

a) Remembrance day

TP will attend the remembrance ceremony on behalf of the Parish Council.

SP asked for poppies to be put outside the houses of the residents who died in the war. DH thanked Bill and TP for organising poppies on lamp post.

#### **16. Village Hall Management Committee**

HMC had a recent zoom meeting to discuss change in regulations. It is likely that only preschool will be using the hall for the near future.

#### **17. Members information /speaking time.**

TP thanked LT for arranging halloween trail around the village

ML discussed a christmas window scene instead of christmas light competition. ML to distribute information to all Councillor

Meeting closed 9.42pm