

Guilden Sutton Parish Council
Minutes of the Ordinary Meeting held on Wednesday 6th October 2021 at
7:30PM in Guilden Sutton Village Hall

Chairman: Cllr P M Paterson

Present: Cllr I Brown, Cllr D Hughes, Cllr M Littlewood, Cllr W Moulton, Cllr S Proctor, Cllr S Ringstead

Clerk: Mr M Roberts

In Attendance: Mr D Kane, Mrs V Downing, Mr R Norrie, Mr R Stewart and 3 members of the public.

1 Procedural matters.

(a) Apologies

Apologies were received and noted from Mr B Lewin, Cllr G Heatley, Cllr M Parker and PCSO Linda Bailey.

(b) Declarations of interest.

Cllrs Hughes and Littlewood declared an interest as a member of Guilden Sutton Green Space.

Cllrs Hughes and Paterson declared an interest as members of Guilden Sutton Community Association.

Cllr Ringstead declared an interest as a member of her household is a member of Men in Sheds.

(c) (i) Confirmation of the minutes of the Ordinary Meeting held on 1st September

It was proposed by Hughes, seconded by Proctor and agreed that the minutes of the meeting held on 1st September be agreed as a true record of the meeting.

(d) Dates of future meetings.

6th October

3rd November

1st December

All meetings will be held at 7:30PM at Guilden Sutton Village Hall unless otherwise stated.

2022 meeting dates:

Members agreed to the following provisional dates for 2022.

5th January

2nd February

2nd March

6th April

4th May

8th June*

20th July

7th September

5th October

2nd November

7th December

2 Community engagement/Communications:

(a) Visiting officers.

There were no visiting officers.

(b) Visiting Members.

There were no visiting members.

(c) Public speaking time.

Mr Stewart requested an update on the status of the Neighbourhood Plan.

Mrs V Downing updated the Council on the activities of the Village Green Group including a survey, the results of which will be shared with the Parish Council.

Mrs Downing, on behalf of another resident referenced the hedge at the front of the Parish Car Park on Church Lane, and noted that it was overgrown. Further, there was overgrowing vegetation on the south side of Guilden Sutton Lane on the footpath running towards the A55 bridge.

A member of the public asked the Council for an update with regards to the Green Space and associated precept.

A member of the public noted that the pathway leading to the Millennium Greenway was flooded and this was an area that flooded regularly. He would be very grateful for any support that the Parish Council could give.

(d) Public correspondence.

The Council had received correspondence regarding the Bus Stop at the junction of Oaklands, an issue of pedestrian safety in Piper's Ash and use of the Old School Field. All of these had been actioned by the Clerk and a report would be made to the PCSO regarding the Piper's Ash issue.

(e) Village Surgery

Cllr Proctor reported that a resident had complained about the state of the gulleys. These were due to be cleared at an upcoming date. The Council would use communication channels to advertise this so vehicles can be moved.

It was again reported that the Village had lost the 1:50PM bus. Enquiries by the Clerk were ongoing.

A possible abandoned car in the area was reported.

It was agreed that Cllr Hughes and Cllr Moulton will preside at the upcoming surgery on 30th October.

(f) Communications sub-committee

Cllr Proctor reported that the communications sub-committee had met since the last meeting to review the communications plan.

Cllr Proctor felt that one area that could be strengthened was links with local businesses.

Cllr Proctor noted that the Clerk may require upgraded equipment to meet the Councils communication strategy.

(g) Noticeboards

It was noted that the Village Hall noticeboard had been re-installed and that the Church Lane noticeboard had been removed for urgent repairs.

(h) Support Group

Cllr Littlewood reported that the group had dealt with a small number of requests since the last meeting.

(i) Co-Option

The Clerk reported that the Council had received one application for co-option.

It was proposed by Cllr Littlewood and seconded by Cllr Ringstead that Mr D Kane be co-opted to the Parish Council until the next elections in May 2023.

Mr Kane confirmed acceptance of office.

Cllr Kane joined the meeting.

3. Guilden Sutton Green Space

4. Planning.

(a) New/recent applications.

New applications:

21/03173/FUL	2 Old Hall Park Guilden Sutton Chester Cheshire CH3 7ER Demolition of Garage, erection of single story side extension
21/03962/TPO	4 Orchard Croft, Guilden Sutton Chester CH3 7SL Prune overhanging branches of Poplar tree (in Council land) back in line with the property boundaries.

Awaiting Decision:

20/04502/LBC	Hill Farm House Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL Replacement windows, installation of a new window and door, replacement boiler and internal 1st floor alterations No Objection
21/00938/OUT	Land On The South of Holly House Guilden Sutton Lane Erection of two dwellings Members wished to object to this application as encroachment on the Green Belt. Objection submitted.
21/10736/FUL	Claremont, Belle Vue Lane Two storey side and rear extension.

21/01376/FUL	1 Wood Croft Replacement of existing garage flat roof with new pitched roof Cllrs Paterson and Hardman. No objection
21/02006/FUL	18 Ash Bank Two storey extension to side Concerns submitted
21/02549/FUL	105 Oaklands Erection of side conservatory
21/03418/TPO	Floreyns. Belle Vue Lane Weeping Ash (T10) – Trimming and removal of overhanging branches and deadwood. Cllrs Brown and Hughes.

(iii) Decision Notices

21/02878/TPO	Cedar Lodge, School Lane Holly (T4) - Fell, dead. Western Red Cedar (T6) - Fell, size and proximity to other trees. Holly (T7) - Fell, declining condition. Copper Beech (T2) - Crown lift to clear roof. Yew (T3) - Crown lift to clear building. No objections. APPROVED
21/02441/TPO	4 Wood Farm Close Oak tree - crown reduction and/or thinning to remove overhanging branches APPROVED
21/02270/FUL	Chester Rugby Club Installation of new lighting columns along with LED lighting, also removal of the current lighting columns and lighting. APPROVED

(b) Neighbourhood Plan

5. Public Transport

(a) Bus stop renovation

The Clerk reported that the insurance payment had been received net of the excess.
Work to recover the excess was ongoing.

6. Village Green

(a) Village Hall area landscaping

It was reported that a walkabout had been arranged with Cllrs Parker and Heatley.
The Clerk would attend on behalf of the Parish Council.

(b) Village Hall area fencing

The Clerk had enquired with the Community Association as to whether grant monies had been paid by CWAC.

7. Finance

(a) Payments.

	Amount
M Roberts (salary)	At agreed rate
M Roberts (zoom)	£14.39
M Roberts (website)	£2.40
UK Landscapes Ltd	£120.00 (inc £20.00 VAT)
PKF Littlejohn	£360.00 (inc. £60.00 VAT)
Men in Sheds	£400.00
Man-Coed (Green Space Start Up)	£576 (inc. 96.00 vat)
Man-Coed (Green Space Start Up)	£792 (inc. 132.00 vat)
Autela Payroll Services	£53.54 (inc 8.92 VAT)
M Roberts (Zoom)	£14.39 (inc 2.40 vat)
Arthur Gallagher (Insurance)	£1364.46
Playing Field Owner 1	£80.00
Playing Field Owner 2	£80.00
Internal Auditor	£5

Income:

Insurance	£1714.00
Interest (Co-Op)	£ 9.62

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

Account	Balance	Effective Date
Co-op current account	£13,709.98	01/10/2021
Co-op savings account	£60,082.40	01/10/2021
Scottish Widows Business Fund account 1	£19,440.73	28/02/2021
Scottish Widows Business Fund account 2	£4,229.64	28/02/2021

It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the

above payments be made and the financial information as above be agreed. The Clerk would process and Cllr Paterson would authorise payments.

(c) External Audit

The Clerk reported that the external audit had been approved with no comments.

(d) Insurance

Members noted that three quotes for insurance had been received to meet the councils needs for the 12 months commencing 1st October. The finance group had agreed to accept the quotation from Hiscox of £1314.46 and noted an administration fee of £50 was due to Came and Co. Members noted there had been an increase in the premium due to the claim that had been made in the previous year. The Clerk reported having researched the premiums of similar councils and found that we were paying a similar amount.

8. Parish Car Park

In response to concerns raised with the Council, the Clerk would approach the contractors for a quote to maintain the bushes at the front of the car park.

The process of obtaining quotations from tree surgeons for pruning and dead tree removal was ongoing.

9. Play Area

Cllr Hughes reported frustration at the lack of progress in acquiring new play space within the Parish as options considered so far had not been viable for a variety of reasons.

Members expressed a desire to see options to discuss at the next meeting. Cllr Paterson would contact the school to discuss options.

10. HM The Queen Platinum Jubilee – 2nd June 2022

Cllr Proctor provided an update with regards to plans for the event.

11. Piper's Ash Substation Area

Cllr Proctor reported that volunteers had continued to undertake amenity work in the area of the noticeboard and book swap.

12. Cheshire Community Action

Nothing further.

13. A41 Pedestrian Safety

Members noted disappointment that there had been no response to the Council's letter to CWAC regarding possible improvements in this area.

14. Poppies

The Clerk reported that a request for a road closure on Remembrance Sunday had been submitted to CWAC. The Parish Council were no longer permitted to staff the road closure independently.

The Clerk had started to obtain quotes from local traffic management companies.

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the Council would order 10 replacement poppies and authorise the Clerk to arrange traffic management for the Remembrance service subject to a maximum cost of [redacted until publication of full minutes – LGA 1972 s12.4].

15. Nature Recovery Strategy

Cllr Paterson reported that NALC had circulated a briefing regarding DEFRA's Local Nature Recovery Strategies and that members should email a response to NALC by 15th October.

16. Members information /speaking time.

Cllr Proctor reported a potential change of use at a premises within the Parish. This would be investigated by the Clerk and Cllr Proctor would approach the premises concerned.

Cllr Ringstead reported that the Marigold newsletter had not been received by residents of The Stables. The Clerk would report this to the Community Association.

Cllr Ringstead further reported that Chester had won a 'staycation' award.

Cllr Littlewood reported that a tree had splintered in Porter's Croft. The Clerk would make enquiries.

Cllr Moulton asked for an update regarding a hedge on the Mickle Trafford side of Guilden Sutton Lane. The Clerk noted that this was private property.

17. Exclusion of the Press and Public

It was proposed by Cllr Proctor, seconded by Cllr Ringstead and agreed that members of the press and public be excluded from the meeting, in order that the Council discuss urgent exempt items under Schedule 12 of the Local Government Act 1972.