

**Guilden Sutton Parish Council**  
**Minutes of the Ordinary Parish Council meeting held on Wednesday 3<sup>rd</sup> February 2021 at 7:30pm**  
**via Zoom**

**PART 1**

Chairman: Cllr D Hughes (DH)

Present: Cllr P M Paterson (TP), Cllr I Brown (IB), Cllr S Proctor MBE (SP), Cllr M Littlewood (ML), Cllr S Ringstead (SR), Cllr W Moulton (BM).

Clerk: Mrs L Tiplady (LT)

Interim Clerk: Mr M Roberts (MR) – Part 1 Only

In Attendance: Cllr Graham Heatley (GrH), Cllr Margaret Parker (MP), Mr Brian Lewin (BL), Mrs S Jessop (SJ), Mrs G Hardman (GH)

**AGENDA**

**1 Procedural matters.**

**(a) Apologies.**

Apologies were received and noted from PCSO Linda 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 6<sup>th</sup> January 2021.**

It was noted that the minutes of the January meeting would be agreed by email following the meeting. They will be signed as a true record of the meeting by the Chairman as soon as possible.

**(d) Dates of future meetings.**

3<sup>rd</sup> March, 31<sup>st</sup> March, 5<sup>th</sup> May (annual), 9<sup>th</sup> June, 21<sup>st</sup> July, 1<sup>st</sup> September, 6<sup>th</sup> October, 3<sup>rd</sup> November, 1<sup>st</sup> December.

**(e) Parish Councillor Vacancy**

One expression of interest has been received from Mrs G Hardman. It was proposed by Cllr Ringstead and Cllr Paterson and unanimously agreed that Mrs Hardman would be co-opted to the council until the next quadrennial election scheduled for 2023. It was agreed that Mrs Hardman would take office as soon as she had signed the declaration of acceptance and would continue in this meeting as a member of the public.

**2. Coronavirus**

**a) Support Group.**

Cllr Ringstead agreed to take over the organisation of the support group in the short term. Cllr Littlewood noted that the clerk may be in a better position to action matters raised. A member of the public had expressed interest in volunteering and was added to the support group.

**b) VETS.**

(Volunteer Emergency Telephone Service) It was agreed that this matter would be considered when the new clerk was in post.

### 3. Community engagement/Communications

#### (a) Visiting officers.

Mr Lewin made further comments with regards to the repeated flooding of the greenway and was keen to push for a resolution to the issues there. He reported that there was a broken stile and flooded drains close to the rugby club, which had been resolved.

#### (b) Visiting Members.

Cllr Parker noted that CWAC have launched a waste consultation. The Greenway was flooded, and Cllr Parker reported that a council officer had visited the area with Sustrans. CWAC will set budget on 25<sup>th</sup> February and a consultation is currently in progress. Cllr Parker asked if the Council had an emergency action plan and noted that this was something the Council may wish to consider and would forward a copy of Mickle Trafford's plan.

Cllr Heatley will investigate as to whether Elton have a similar plan.

#### (c) Public speaking time.

Mrs Jessop reported that she thought the GSGS Group were very close to completing on their land purchase.

#### (d) Public correspondence.

Several messages of support had been received regarding the recent work of the Lengthsman in clearing fallen leaves from footpaths within the parish.

The clerk had received correspondence from a member of the public regarding the erection of the poles by BT Openreach, to which a possible solution has now been found.

A letter has been received from a local fishmonger who wished to trade from a van in the village, this has been referred to the Community Association.

A member of the public asked if the council could obtain some more sand bags in case of future flooding, further supplies had been delivered prior to the meeting. There was further discussion with regards to areas particularly prone to flooding.

A member of the public had written to the council to request support with the renewal of fencing adjacent to the Village Hall Car Park. A letter has been sent to residents who own the fencing.

The council had been asked how it intends to comply with the transparency code in relation to the publication of minutes. Currently the council does not publish minutes until after they have been approved at the subsequent meeting. Cllr Ringsted suggested draft minutes could be published prior to approval. Advice would be sought from Jackie Weaver at CHALC.

#### (e) Village Surgery.

Cancelled due to COVID.

#### (f) Website.

Nothing to report.

(g) Communications sub-committee

Cllr Proctor has drafted a newsletter for publication.

(h) Noticeboards

Cllr Ringstead reported that she would look to resolve maintenance issues with the noticeboards when permitted under COVID guidelines.

4. Guilden Sutton Green Space

It was noted that members should consider a mechanism to make payments without the delay of waiting for the next meeting. Cllr Hughes suggested that a sum of £2,000 could be sent to the greenspace group. For larger expenditures, the GSGS would request the Council to undertake procurement. Cllr Proctor noted there would need to be a clear procedure and authorisation process for payments to be made without delay.

5. Environment

(a) StreetCare.

Nothing further.

(b) Dog Fouling.

Nothing further.

(c) Trees and Hedges, planters and bulbs.

Cllr Hughes reported that letters had been sent to residents where action was required and reported that there had been some success.

(d) Lengthsman.

The clerk reported 100 bags had been received some of which would be distributed to volunteers with the rest being sent to the Lengthsman. Cllr Paterson reported that she would meet with the Lengthsman to discuss a rota for particular areas in the Parish. Cllr Proctor reported that there were several areas of concern on Belle Vue Lane and Hare Lane. Members had communicated concerns to PCSO Bailey.

(e) Greenway

Nothing further, flooding had been discussed earlier in the meeting.

6. Planning

(a) New/recent applications.

Cllrs Hughes and Brown did not visit Wembrook due to COVID guidelines, but plans had been viewed online by Cllr Paterson. The relevant members would view the plans and take part in a remote meeting to discuss.

(b) Neighbourhood Plan.

Cllr Paterson reported that a meeting was scheduled for the end of February and would report back at the next meeting.

7. Training/Events/Meetings

8. Parish Car Park

9. Leisure Services

(a) Playing field.

Members noted communication that Mid-Cheshire would merge with another local company but this would not affect the service received.

(b) Play Area.

i) Wet pour quotes

Members noted communication to the council that the wet-pour and pressure washing work had been delayed due to weather.

ii) Extension

iii) Opening hours.

Cllr Littlewood reported concerns with regards to the potential for social mixing at the Play Area and suggested a reminder may need to be issued with regards to this, to prevent a possible closure of the Play Area. Cllr Littlewood agreed to draft correspondence and circulate to members and would also raise concerns with the Primary school.

(c) Footpaths/Footways.

10. Public Transport

Members noted that the Government has launched a consultation to seek the views of residents in areas including Cheshire regarding HS2, which closes on 26<sup>th</sup> February.

(a) Bus stop renovation

Nothing further.

(b) New bus shelter in Pipers Ash

Insurers have requested a quote for the replacement of the bus shelter. Cllr Proctor would investigate quotes.

11. Highways

(a) SID Group

(b) Standing consideration of Highways matter.

(c) Hill Top Road/Arrowcroft Road junction.

12. Finance

(a) Income.

(b) Payments.

	<b>Amount</b>
L Tiplady (wages)	At agreed rate
I Davenport (wages)	At agreed rate

ICO annual fee (via direct debit)	£120 (including £20 VAT)
Mel Littlewood (Christmas prize voucher)	£10
Autela (payroll)	£46.73
HMRC (missed from January's payments)	£283

It was proposed by Cllr Proctor and seconded by Cllr Brown to accept the financial information and approve the payments put forward and agreed. Cllr Hughes to authorise transactions within 3 days along with a retrospective payment that was approved in November.

(c) Balances/bank statements/payment schedule cash book.

	<b>Balance</b>	<b>At</b>
Co-Op Current Account	£44,252.76	31/1/21
Scottish Widows Business Ac1	£19,440.24	31/12/20
Scottish Widows Business Ac2	£4,229.53	31/12/20

Members agreed to transfer £30,000 from the current account to the Co-Op Savings account.

(d) Precept. To decided the precept for 2021/2022

The precept figure of £23,621.00 was confirmed between meetings following the distribution of PWLB repayment information. It was proposed by Cllr Hughes and seconded by Cllr Moulton. All in favour.

(e) Bird in Hand Support Group

Cllr Ringstead reported that the Chairman of the support group had wished for the Council to hold its funds. The Chairman made clear that the council could not hold and ringfence funds. Cllr Ringstead would report back to the group.

13. CWAC and other organisations

(a) CWAC correspondence

Members noted that CWAC have launched a waste collection strategy consultation.

Correspondence had been received regarding the Saighton Camp section 106 monies. TP and SP attended an online meeting on 28/01. Cllr Proctor had queried the installation of a PELICAN crossing on the A51 which would slow traffic on the road. This would be considered by the group.

Members received an update on the status of the Supplementary Planning Document (SPD). Cllr Paterson had reviewed the planning document and suggested that all members should.

Members noted that CWAC have suspended garden waste collections until 1<sup>st</sup> March 2021.

(b) ChALC

Mrs Tiplady reported that she had provided descriptions of flooding within the area.

(c) Defibrillators.

The church warden would investigate a report of plastic in the Church Lane defibrillator.

(d) Police and Fire services

i) Nitrous oxide.

14. Guilden Sutton Primary School

Nothing further.

15. Community Event

Nothing further.

16. Village Hall Management Committee

Nothing further.

17. Members information /speaking time.

Cllr Proctor reported that larger Nitrous Oxide cylinders had been found in the vicinity of the Rugby Club. Letters have been issued to residents in Littleton regarding enhanced broadband and asked if the council could remind Openzone that Hare Lane had not yet been upgraded.

Cllr Ringstead reported that Christmas trees had been disposed of on the footpath adjacent to Church Lane at the rear of Oaklands. The Clerk will raise with CWAC.

Part 1 concluded at 21:01PM.