

## GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting held on 7<sup>th</sup> September 2022 at Guilden Sutton Village Hall at  
7:30PM

**Chairman: Cllr M Littlewood**

**Present: Cllr I Brown, Cllr D Kane, Cllr W Moulton, Cllr P M Paterson, Cllr S Proctor, Cllr S Ringstead**

**In attendance: Borough Cllr M Parker 4 members of the public**

**Clerk: Mr M Roberts**

### 1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr Hughes.

Apologies were received and noted from Borough Cllr Heatley and Mr B Lewin.

(b) It was noted that an updated Code of Conduct had been circulated by the Clerk.

(c) Members confirmed their standing interests as follows:

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

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

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

Cllrs Brown and Proctor as members of the Village Green Group.

Cllr Proctor, Cllr Paterson, Cllr Littlewood and Cllr Ringstead as members of the Wildflower Garden project group.

(d) It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 20<sup>th</sup> July 2022 be agreed as a true record of the meeting. **(22/029)**

(e) Future meeting dates were noted as 5<sup>th</sup> October, 2<sup>nd</sup> November, 7<sup>th</sup> December.

2023 meeting dates:

11th January\*

1st February

1st March

5th April

10th May (ANNUAL) \*

7th June

12th July

6th September

4th October

1st November

6th December

(e) Grounds maintenance

It was proposed by Cllr Kane, seconded by Cllr Paterson and agreed that a working party would be established to consider the Grounds maintenance contract for 2023 onwards. **(22/030)**.

### 2. Community Engagement/Communications

(a) Visiting Officers

A report was circulated from Mr B Lewin.

(b) Visiting Members

Cllr Parker reported that there was an amount remaining in Members Budget and community pride budget, which must relate to environmental issues.

(c) Public Speaking

A member of the public referred to the Cinder Lane footpath, and noted that the Village Green group had voluntarily made some improvements in the area. Concern was expressed that Weedkiller may have been used on the 'Dingle path'. Thanks were expressed for the Council's intervention with regards to the local bus service.

A member of the public noted that 29 volunteers had attended a clean up event in the Village Hall area and that a large number of residents had complemented the work that had been carried out.

(d) Correspondence

Correspondence had been received regarding:

The Wildflower Garden Proposal

The Council's response to an abandoned vehicle

The Christleton High School bus service

Speeding on Guilden Sutton Lane/School Lane

(e) Surgery

Cllrs Paterson and Moulton reported that:

Concerns had been received with regards to a tree on Oaklands

Concerns regarding development on Belle Vue Lane

A resident had thanked the Council for their intervention with regards to the bus service

Concerns regarding an overgrown hedge at the top of Guilden Sutton Lane

Concerns regarding the handrail to Heath Bank

A suggestion for signage at Hook's Wood

A request for an update regarding a recent planning application

It was agreed that Cllrs Proctor and Ringstead would preside at the surgery to be held on 1<sup>st</sup> October.

(f) Communications

Cllr Proctor asked for items to be included in the upcoming newsletter.

(g) Support Group

Nothing further.

### **3. Open Spaces**

(a) Guilden Sutton Greenspace

Cllr Littlewood reported that a community day was scheduled for 25<sup>th</sup> September.

(b) Wildflower Garden

Cllr Littlewood noted that the updated proposal had been published online and residents had been signposted to the document.

Cllr Littlewood noted the attendance of Colin Marples, Crime Prevention Officer at the Open Forum and noted that he felt the project was low risk from the point of anti-social behaviour.

Cllr Littlewood noted that the terms of reference would need to be agreed at a later date.

Cllr Proctor noted that the crowd funded monies would not be released until the lease had been dealt with. Cllr Proctor noted that the sum of £1,500 was required urgently in order that time critical work could be completed.

Cllr Kane asked if the £1,500 could be applied for from Members' budgets. Cllr Proctor felt that the Council had sufficient reserves to fund the work and be repaid to reserves when the Spacehive funds were received.

Cllr Proctor noted that there would need to be discussion as to whether the Parish Council would be taking on responsibility for the three trees adjacent to Fox Cover.

Cllr Moulton asked if this meant spending funds prior to the lease being agreed. Cllrs Paterson and Ringstead noted that the former Cinema club had held surplus funds that would be available to the Wildflower group should they require it.

It was proposed by Cllr Ringstead, seconded by Cllr Moulton and agreed that the Parish Council would adopt the proposal as circulated **(22/031)**.

It was suggested, subject to the condition of the trees on Fox Cover, that the Council could agree to accept the lease expected from Cheshire West and Chester Council. Cllr Kane expressed concern that the Council had not yet seen the terms of the lease and as such the suggestion was withdrawn.

Cllr Proctor noted that the works and day to day activity would be carried out by the Wildflower Garden group, whereas the land overall would be leased by the Parish Council. Paterson/Moulton.

#### **4. Transport and Highways**

##### **(a) Public Transport**

The Clerk and Cllr Ringstead had circulated letters from Chris Matheson, MP and Andrew Lewis, Chief Executive at Cheshire West and Chester Council. The Council acknowledged the work that had gone in to achieving a sustained bus service in the village and noted the reasons behind the advice that the service was unlikely to be extended in the near future.

##### **(b) Station Lane/Townfield Lane issues**

The Clerk had completed Land Registry searches which had not yielded information as to the ownership of the broken fence.

##### **(c) Footpath Station Lane**

The Clerk had circulated a request for dates for the inaugural meeting of the working group.

##### **(d) Footpath to the rear of Oaklands**

#### **5. Planning**

##### **(a) New applications:**

There were no new applications.

##### **(b) Awaiting Decision:**

22/00037/REF (Appeal)	Tile Farm Certificate of Lawfulness for mixed use of land at Tile Farm for agriculture and quads/off road bike	OBJECTION
21/03995/TPO	28 Cinder Lane Hornbeam (01) – prune lower branches to lift crown and limit growth	NO OBJECTION
21/04393/FUL	Cedar Lodge Part demolition of existing extensions and construction of single storey extension to front, side and rear with first floor accommodation above including two dormers to front and side. (Amended Description)	NO OBJECTION
22/01292/LDC	The Old School Guilden Sutton Lane	-
22/01389/FUL	13 Ash Bank Hare Lane Two storey and single storey side extension	NO OBJECTION
21/00175/EOPDEV	Tile Farm, Wicker Lane Appeal against the material change of use of the land from agricultural use to a mixed use of agriculture and MX Motorcross/Quad bike use and Clay Pigeon Shooting use	OBJECTION
22/01585/FUL	5 Moorcroft Crescent Guilden Sutton Hip to gable loft conversion with new dormer. Extension and roof replacement to existing single storey rear extension.	NO OBJECTION
22/01854/FUL	8 Cinder Lane Relocation of driveway to include new footpath crossing and dropped kerb, erection of 1.8 m high side boundary fence.	NO OBJECTION
22/01883/FUL	1 Heath Bank Demolition of existing car port and outbuilding, erection of part single part two storey side/rear extension	NO OBJECTION
22/02039/FUL	Land At Belle Vue Lane A new farm access track and a drainage/conservation pond	OBJECTION

(c) Decision Notices:

22/01807/FUL	60 Guilden Sutton Lane Demolition of existing extension, erection of front porch, single storey extension to side and rear	APPROVED
22/02389/TPO	Cedar Lodge School Lane Sycamore (T5) - Crown lift to remove overhanging branches	APPROVED
22/01919/FUL	9 Fox Cover Replacement of existing glass sun room with a tradition gable end brick sun room with picture frame gable window	APPROVED

(d) Neighbourhood Plan

Nothing further.

## 6. Village Green

Cllr Littlewood would update the Village Green group on a proposal to install benches on private land on Summerfield Road.

## 7. Finance

### (a) Income:

Bank Interest (SW1)	£5.22
Bank Interest (SW2)	£1.14

### (b) Payments:

UK Landscapes Ltd (Grounds Maintenance)	£145.01	(inc. £24.17 VAT)
M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)
M Roberts (Salary)	At agreed rate	(no VAT)
M Roberts (Website)	£4.80	(inc. £0.80 VAT)
M Roberts (Land Registry)	£12.00	(no VAT)
M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)
PKF Littlejohn	£240.00	(inc. £40.00 VAT)
M Roberts (Phone Top Up)	£10.00	(no VAT)
UK Landscapes Ltd (Grounds Maintenance)	£145.01	(inc. £24.17 VAT)
M Roberts (Stationery)	£2.39	(inc. £0.39 VAT)

### (c) Balances:

Co-Operative Current Account	£13,707.22
Co-Operative Deposit Account	£60,092.53
Scottish Widows Business Fund 1	£19,448.38
Scottish Widows Business Fund 2	£4,231.31

It was proposed by Cllr Kane, seconded by Cllr Proctor and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process payments and Cllr Paterson would authorise. **(22/032)**

### (d) Audit Process

The Clerk noted that the Audit Process had been completed. It was proposed by Cllr Ringstead, seconded by Cllr Kane and agreed that the Notice of Conclusion of Audit would be published for a period of 14 days. The charge for copies would be set at £1. **(22/033)**

## 8. Grounds Maintenance

### (a) Hilltop Road Area

It was noted that a response was awaited from the Community Association.

### (b) Hare Lane Village Green

The Clerk noted that the Section 115e application had been submitted and a response was awaited.

### **9. Remembrance Sunday**

It was proposed by Cllr Kane, seconded by Cllr Brown and agreed that the road closure for 13<sup>th</sup> November would be confirmed with the contractor at a cost of £125+VAT, using the same traffic management plan as 2021. **(22/034)**. The Clerk noted that the event application had been submitted to CWAC. Cllr Kane would arrange the display of the lamppost poppies and requested a list of addresses near which they were to be displayed.

### **10. Primary School**

Cllr Paterson reported that a new roof was being installed on the Primary School.

### **11. Members Information Items**

Cllr Paterson noted that there had been an increase in the number of cigarette butts left in the village and concern was noted that some had been left to burn out unattended, which had risked fire in the recent dry conditions.

Cllr Kane noted that Upton High School had noted had secured the services of a Counsellor to support the children of servicepeople and that it was 1 of 61 schools in the country to achieve funding for a full rebuild.

### **13. Exclusion of the Press and Public**

It was proposed by Cllr Littlewood, seconded by Cllr Paterson 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. **(22/035)**

Part 1 closed at 20:45

Meeting closed at 21:09